

**CITY OF HELEN  
COMMISSION MEETING  
AUGUST 2, 2016  
10:00 A.M.  
AGENDA**

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 JUNE 21, 2016 AND JULY 19, 2016
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ADMINISTRATIVE OPERATIONS
  - A. DISCUSSION AND SETTING OF 2016 MILLAGE RATE
  - B. CONSIDERATION OF EMPLOYMENT OF A PART-TIME PERSON IN THE ADMINISTRATIVE DEPARTMENT.
  - C. CONSIDERATION FOR APPROVAL OF GRANT APPLICATION TO THE APPALACHIAN REGIONAL COMMISSION (ARC) FOR THE SOUTHSIDE WATER SYSTEM IMPROVEMENTS.
8. POLICE DEPARTMENT OPERATIONS
9. FIRE DEPARTMENT OPERATIONS
10. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS
11. BUILDING AND ZONING OPERATIONS
12. PURCHASES AND BIDS
13. ORDINANCES

14. RESOLUTIONS

15. CITY COMMISSION COMMENTS

16. ADJOURNMENT

**THIS AGENDA WAS POSTED JULY 29, 2016 at 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  
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MINUTES OF MEETING**

The Helen City Commission met on Tuesday August 2, 2106 in the Commission Chambers at Helen City Hall with Mayor Fred Garmon calling the meeting to order at 10:00 a.m.

City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Cinnamon Spurlock, Commissioner Helen Wilkins, Mayor Fred Garmon, Commissioner Judy Holloway, Commissioner Jeff Ash.

Also attending were City Manager Jerry Elkins, City Clerk Marilyn Chastain, Police Chief Brian Stephens , Fireman Darrell Westmoreland, Building & Zoning Director Larry Krul, City Attorney Carl Free.

Public Works Director Ross Hewell, and Fire Chief Jody Prickett were absent.

Pledge of Allegiance to the Flag was given.

Approval of Agenda; ; Motion to amend the Agenda to include as item 11 A. Consideration of appointment to the Planning Design and Review Board to serve the remaining term of Geff McAllister, made by Commissioner Judy Holloway, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

Approval of Minutes from June 21, 2016 and July 19, 2016; Motion to approve made by Commissioner Judy Holloway, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public; Attorney Ann Picket from Toccoa addressed the Commission stating that she had been appointed as Receiver in the divorce case of Merle and Lisa Long for the businesses, that Ms. Long had been awarded the Tubing business and had been working hard to retain all of her employees, but due to the low level of the river may have to let some of the employees go because of a lack of business and is asking the Commission to consider allowing her during the month of August to unload tubing customers at the property located at 115 Escowee Dr. Mayor Fred Garmon stated that due to previous lawsuits use of the property stands as it is today. City Attorney Carl Free informed Attorney Ann Picket of the previous lawsuits and 5 court cases that the City had been involved in concerning this property and that it had been a decision by the Supreme Court that this property is not to be used for the loading or unloading of tubing customers and was not rezoned for this use. City Attorney Carl Free stated that each year the water levels of the river can vary up or down and is just a part of the tubing business.

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Administrative Operations

A. Discussion and Setting of the 2016 Millage Rate; A copy of the PT32.1-Computation of Millage Rate Rollback and Percentage Increase in Property Taxes- 2016 is included as an integral part of the Minutes. There was discussion of property values and the Tax Digest. Motion to set the Millage rate at 6.570 made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

B. Consideration of Employment of a Part-Time person in the Administrative Department; City Manager Jerry Elkins explained that there is a need to hire an employee that can work 2 to 3 days a week to help fill in when needed or when someone in the department needs off and to allow all employees to cross train. Commissioner Jeff Ash made a motion to approve authorizing City Manager Jerry Elkins to hire a part time employee in the Administration department, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

C. Consideration for approval of Grant Application to the Appalachian Regional Commission (ARC) for the Southside water system improvements. City Manager Jerry Elkins explained that when the water study had been done several years ago, that in order to qualify for approval of Grants the City had to do a large increase in water and sewer rates at that time, and to keep up with the cost of repairs and maintenance the study recommended a yearly increase in rates, that this also was part of the approval process to receive and qualify for Grants. He explained the need for a new well and replacement of the current 2" galvanized water line which is constantly in need of repair due to breaks, and that with the addition of the new Hotels being built the water line needs replacing from the BP (Chevron) station south to the treatment plant. Mayor Fred Garmon stated this will make a loop in the lines which needs to be done. City Manager Jerry Elkins explained the estimated grant amount to be up to \$300,000 with the City responsible for the remainder of the cost which could come from a low interest rate GEFA loan. Motion to move forward with the Grant application made by Commissioner Judy Holloway, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

Police Department Operations; Chief Brian Stephens stated when he returned from the Chiefs convention he started looking again at ordering the body cameras and putting a policy in place on when, where, and use of the cameras and of how they are to be stored when not being used. That they are also looking at the E-ticket system that will be compatible with the existing system and would only have to purchase printers for the cars.

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Fire Department Operations; Chief Jody Pricket was absent. Fireman Darrell Westmoreland was present and gave an update on the number of part time employees and the training that had been done. He explained that most of the recent calls were medical, and that the department had assisted in a home fire in the County.

Public Works, Water and Waste Water Operations; Director Ross Hewell was absent. No report was given.

Building and Zoning Operations; Director Larry Krul was present and updated the Commission on the progress of the Holiday Inn, Vahallah Resort and that the Fairfield Inn is adjusting their elevation drawings and would be submitting them soon. He also stated he had been to an Inspectors Convention last week in Young Harris. Commissioner Judy Holloway asked if there had been a date given on when the planter that had been damaged at the Helendorf Motel was to be repaired. City Manager Jerry Elkins stated he had talked to the Contractor that was to come look at the damage, and was possibly waiting on that.

A. Consideration of Appointment to the Planning Design and Review Board to serve the remaining term of Geff McAllister; Mayor Fred Garmon stated he would like to have a nomination for Steve Fowler and gave his extensive background history in construction. Commissioner Jeff Ash made a motion to appoint Steve Fowler to serve the remaining term of Geff McAllister, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

Purchases and Bids; None

Ordinances; None

Resolutions; None

City Commission Comments; Commissioner Judy Holloway asked about the Christmas tree in the Platz leaning, City Manager Jerry Elkins stated he would talk with Bart and look at it.

Mayor Fred Garmon congratulated Commissioner Helen Wilkins for being voted Best Elected Helen Official. Commissioner Helen Wilkins thanked him for the recognition but stated they all together make it the Best.

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Adjournment; Motion to adjourn at 10:43 a.m. made by Commissioner Judy Holloway, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**