

**CITY OF HELEN
COMMISSION MEETING
FEBRUARY 7, 2017
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR HELEN WILKINS
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, 2017
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ADMINISTRATIVE OPERATIONS
 - A. APPOINTMENT BY CITY COMMISSION OF 3 MEMBERS TO THE PLANNING, DESIGN AND REVIEW BOARD
 - B. APPROVAL TO SET ARBOR DAY EVENT FOR FEBRUARY 17TH AT 11:30 A.M.
 - C. APPROVAL OF RESOLUTION NUMBER 17-02-01, A RESOLUTION AUTHORIZING THE CITY OF HELEN, GEORGIA AND THE GEORGIA DEPARTMENT OF TRANSPORTATION TO CONTRACT FOR FUNDING UNDER THE TRANSPORTATION EQUITY ACT FOR THE 21ST CENTURY.
 - D. APPROVAL OF AGREEMENT FOR TRANSPORTATION ENHANCEMENT ACTIVITIES BETWEEN THE DEPARTMENT OF TRANSPORTATION, STATE OF GEORGIA AND THE CITY OF HELEN.
 - E. REVIEW OF UPCOMING CITY PROJECTS.
 - F. CONSIDERATION OF PROVIDING A LETTER OF APPROVAL FOR THE UNITED WAY OF WHITE COUNTY TO OBTAIN A SPECIAL EVENT NON-PROFIT LICENSE FROM THE STATE OF GEORGIA DEPARTMENT OF REVENUE FOR THE SALE OF ALCOHOLIC BEVERAGES FOR CONSUMPTION ON PREMISES IN CONJUNCTION WITH THE UNITED WAY OF WHITE COUNTY CELEBRITY GOLF TOURNAMENT DINNER TO BE HELD AT THE HOLIDAY INN EXPRESS CONFERENCE CENTER ON APRIL 17, 2017, WHICH IS LOCATED AT 8100 SOUTH MAIN STREET.

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
 - A. CONSIDERATION FOR APPROVAL OF BID FOR ESCOWEE STREET SIDEWALK PROJECT.
13. ORDINANCES
14. CITY COMMISSION COMMENTS
15. ADJOURNMENT

**THIS AGENDA WAS POSTED FEBRUARY 3, 2017 @ 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
FEBRUARY 7, 2017
MINUTES OF MEETING**

The Helen City Commission met on Tuesday February 7, 2017 in the Commission Chambers at Helen City Hall with Mayor Helen Wilkins calling the meeting to order at 10:02 a.m.

Deputy Clerk Debbie Gerchman called the roll and the following were present: Commissioner Cinnamon Spurlock, Commissioner Fred Garmon, Mayor Helen Wilkins, Commissioner Judy Holloway, and Commissioner Jeff Ash.

Also attending were City Manager Jerry Elkins, City Attorney Carl Free, Deputy Clerk Debbie Gerchman, Police Chief Brian Stephens, Public Works Director Ross Hewell, and Building & Zoning Director Larry Krul. Fire Chief Jody Prickett was present before the meeting but was called out on an emergency call.

Pledge of Allegiance to the Flag

Approval of Agenda: Motion to amend the Agenda under Administrative Operations to make A. Approval of 2017 Alcohol License for Jerry F. Murdock of Valhalla Resort Hotel, Inc. d/b/a Valhalla Resort Hotel, located at 688 Bahn Innsbruck, Helen, GA 30545, for Beer On Premises, Wine On Premises, Liquor Pouring, Sunday Sales, In Room Service License made by Mayor Helen Wilkins, seconded by Commissioner Fred Garmon. Motion to approve the Agenda made by Commissioner Fred Garmon, seconded by Commissioner Cinnamon Spurlock. Motions approved with a unanimous vote of the Commission.

Approval of Minutes from January 17, 2017: Motion to approve made by Commissioner Jeff Ash, seconded by Commissioner Judy Holloway. Motion passed with Commissioner Fred Garmon abstaining due to absence from the meeting.

Petitions and Communications from the Public: None.

Administrative Operations

A. CONSIDERATION FOR APPROVAL OF 2017 ALCOHOL LICENSE FOR JERRY F. MURDOCK OF VALHALLA RESORT HOTEL, INC. D/B/A VALHALLA RESORT HOTEL LOCATED AT 688 BAHN INNSBRUCK, HELEN, GA 30545 FOR BEER ON PREMISES, WINE ON PREMISES, LIQUOR POURING, SUNDAY SALES, IN ROOM SERVICE LICENSE: Police Chief Brian Stephens said he saw no problem with issuing the license. Motion to approve made by Commissioner Fred Garmon, seconded by Jeff Ash. Motion approved with a unanimous vote of the Commission.

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B. APPOINTMENT BY CITY COMMISSION OF 3 MEMBERS TO THE PLANNING, DESIGN, AND REVIEW BOARD: Motion was made by Commissioner Judy Holloway to approve the appointment of Linda McAllister to fill the vacant spot on the Board and extend the term an extra year. Seconded by Commissioner Fred Garmon. Commissioner Jeff Ash made a motion to approve the appointments of David Greear and Catherine Cleiman, seconded by Commissioner Cinnamon Spurlock. Motions approved with a unanimous vote of the Commission. Building & Zoning Director Larry Krul stated that there were going to be two more seats available in March.

C. APPROVAL TO SET ARBOR DAY EVENT FOR FEBRUARY 17TH AT 11:30 A.M.: The Commission agreed to the date and time for the Arbor Day Event. City Manager Jerry Elkins stated that this year they would be planting and replacing damaged trees in the Island Area.

D. APPROVAL OF RESOLUTION NUMBER 17-02-1, A RESOLUTION AUTHORIZING THE CITY OF HELEN, GEORGIA AND THE GEORGIA DEPARTMENT OF TRANSPORTATION TO CONTRACT FOR FUNDING UNDER THE TRANSPORTATION EQUITY ACT FOR THE 21ST CENTURY: Motion to approve made by Commissioner Jeff Ash, seconded by Commissioner Cinnamon Spurlock. Motion was approved with a unanimous vote of the Commission.

E. APPROVAL OF AGREEMENT FOR TRANSPORTATION ENHANCEMENT ACTIVITIES BETWEEN THE DEPARTMENT OF TRANSPORTATION, STATE OF GEORGIA, AND THE CITY OF HELEN: Motion to approve made by Commissioner Judy Holloway, seconded by Commissioner Fred Garmon. Motion was approved with a unanimous vote of the Commission.

F. REVIEW OF UPCOMING CITY PROJECTS: City Manager Jerry Elkins presented the Commissioners with a list of upcoming Capital Projects for 2017. The list of projects will be included as an integral part of the minutes. Mr. Elkins discussed funding for the projects, which included City revenues and Grant revenues. He stated Commissioner Fred Garmon will be in charge of the Fire Department Addition. The Chattahoochee Sewer Line project will be delayed until the end of the year and then will be re-evaluated. Commissioner Helen Wilkins and Commissioner Jeff Ash thanked Mr. Elkins for all his hard work and time he puts in getting Grants for the City.

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G. CONSIDERATION OF PROVIDING A LETTER OF APPROVAL FOR THE UNITED WAY OF WHITE COUNTY TO OBTAIN A SPECIAL EVENT NON-PROFIT LICENSE FROM THE STATE OF GEORGIA DEPARTMENT OF REVENUE FOR THE SALE OF ALCOHOLIC BEVERAGES FOR CONSUMPTION ON PREMISES IN CONJUNCTION WITH THE UNITED WAY OF WHITE COUNTY CELEBRITY GOLF TOURNAMENT DINNER TO BE HELD AT THE HOLIDAY INN EXPRESS CONFERENCE CENTER ON APRIL 18, 2017, WHICH IS LOCATED AT 8100 SOUTH MAIN STREET: Motion to approve made by Commissioner Fred Garmon, seconded by Commissioner Jeff Ash. Motion was approved by a unanimous vote of the Commission.

8. POLICE DEPARTMENT OPERATIONS: Chief Brian Stephens stated the department has 3 more body cams, bringing the total to 6; that there has been no problems and no negative responses to them; that the public seems to like the officers having them.

9. FIRE DEPARTMENT OPERATIONS: City Manager Jerry Elkins stated that everything is running smoothly.

10. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS: Public Works Director Ross Hewell stated that everything is on schedule and that they were getting ready for Spring.

11. BUILDING AND ZONING OPERATIONS: Building and Zoning Director Larry Krul stated that Wildeforest would probably be completed in about another month to a month and a half; that he has cleared the first three floors at Valhalla Resort Hotel; that the Fairfield Inn has finished the retaining wall.

12. PURCHASES AND BIDS

A. CONSIDERATION FOR APPROVAL OF BID FOR ESCOWEE STREET SIDEWALK PROJECT: City Manager Jerry Elkins stated that the City had received two bids for the project. The prices received were with the City buying the concrete for the project. The first bid was from Wilkinson Concrete for \$39,447. The second bid was from JDCon, Inc. for \$32,308. Commissioner Fred Garmon made a motion to approve the bid from JDCon, Inc., seconded by Commissioner Jeff Ash. Motion was approved by a unanimous vote of the Commission.

13. ORDINANCES: None.

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14. CITY COMMISSION COMMENTS: Commissioner Cinnamon Spurlock stated she had a great time going to the Capital and spoke of the change in the law related to the craft beer. She said that it had passed the House and that she would like the City to be ready for that type of business. She also spoke about Enotah Casa and would like to ask the City to be a sponsor again. Commissioner Fred Garmon stated he was glad that the United Way was going to be in the City. Commissioner Judy Holloway said that there was going to be a quest visiting from Fussen, Germany, that he would be here for Fasching. Commissioner Jeff Ash mentioned the passing of Dennis Rhoday and that arrangements were being made at Barrett Funeral Home. Commissioner Helen Wilkins talked about a beer that was brewed in Helen years ago, called Helenbach Beer. Motion to approve being a sponsor for Enotah Casa was made by Commissioner Fred Garmon, seconded by Commissioner Judy Holloway. Motion was approved by a unanimous vote of the Commission.

15. ADJOURNMENT: Motion to adjourn at 11:20 a.m. made by Commissioner Jeff Ash, seconded by Commissioner Cinnamon Spurlock. Motion was approved by a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY DEPUTY CLERK DEBBIE GERCHMAN