

**CITY OF HELEN
COMMISSION MEETING
NOVEMBER 18, 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 NOVEMBER 4, 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. CONSIDERATION OF ALLOWING RESTAURANTS WITH AN ALCOHOL LICENSE TO STAY OPEN UNTIL 2:00 A.M. ON NEW YEARS EVE
10. POLICE DEPARTMENT MONTHLY REPORT
11. FIRE DEPARTMENT MONTHLY REPORT
12. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
13. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT
 - A. APPOINTMENT OF APPEALS BOARD MEMBERS AS PER ORDINANCE 14-03-01
 - B. CONSIDERATION FOR OF A SIGN VARIANCE FOR DONA K. BURKE FOR GRANDMA'S HOUSE, LOCATED AT 8770 NORTH MAIN STREET.
14. PURCHASES AND BIDS
15. ORDINANCES
16. RESOLUTIONS
17. EXECUTIVE SESSION FOR PENDING LITIGATION AND PERSONNEL

18. CITY COMMISSION COMMENTS

18. ADJOURNMENT

THIS AGENDA WAS POSTED NOVEMBER 14, 2014 @ 11:00 A.M.

**CITY OF HELEN
COMMISSION MEETING
NOVEMBER 18, 2014
3:00 P.M.
MINUTES OF MEETING**

The Helen City Commission met on Tuesday November 18, 2014 in the Commission Chambers at Helen City Hall, with Mayor Judy Holloway calling the meeting to order at 3:00 p.m.

City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Helen Wilkins, Mayor Judy Holloway, Commissioner Dona K Burke, Commissioner Jeff Ash. Commissioner Fred Garmon was absent.

Also attending were City Manager Jerry Elkins, City Attorney Carl Free, Finance Officer Debbie Gerchman, City Clerk Marilyn Chastain, Police Chief Jim Couch, Fire Captain Lee Poteat, Public Works Director Ross Hewell, Building & Zoning Director Larry Krul.

Pledge of Allegiance to the Flag

Approval of Agenda; Motion to Amend and Approve the Agenda by adding under Administration as Item C, Discussion of Sewer Line improvements on the Chattahoochee River made by Commissioner Helen Wilkins, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission present.

Approval of minutes from November 4, 2014; Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission present.

Petitions and Communications from the Public; None

Alpine Helen/White County CVB monthly report; Report included as an integral part of the Minutes and given by Director Jerry Brown.

Helen Chamber of Commerce monthly report; None

Administrative;

A. Financial Report; City Manager Jerry Elkins stated that some of the figures were down and some were up compared to last year, but are at where they should be for this time of year. Mayor Judy Holloway asked why Ringo McColum had been paid to review the plans for the new motel, and City Manager Jerry Elkins stated that it was a large project and that Ringo had the certifications to review the plans, but the cost had been included in the application fees. Motion to approve the Financial Report made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission present.

B. Consideration of allowing restaurants with Alcohol License to stay open until 2:00 a.m. on New Year's Eve; Motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission present.

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C. Discussion of Sewer Line Improvement on Chattahoochee river bank; City Manager Jerry Elkins stated that as the Commission already knows that in order to access the sewer line for improvements, access would need to be granted from the property of Merle Long, and that Mr. Long has stated to Building & Zoning Director Larry Krul that he would consider letting the City access the sewer line from his property if the City would install additional curb cuts in the proposed sidewalk to his property on Escowee from the original proposed plans of 96 feet of curb cuts, to 240 feet of curb cuts proposed by Mr. Long. A copy of the additional proposed curb cuts are included as an integral part of the permanent minutes. Commissioner Dona K Burke stated that the two projects are not relative to each other. After much discussion, Commissioner Jeff Ash made a motion to decline Mr. Long's offer of the City installing additional curb cuts in the new sidewalk at his property on Escowee and not do the project on the Sewer line improvement at this time, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission present.

Police Department monthly report; Report included as an integral part of the permanent Minutes and was given by Police Chief Jim Couch. He also stated he had received a Thank You letter from the GSP thanking us for the donated Taser's, that the new officer Alicia Hopper is working, and that over \$10,000.00 had been raised from the Golf tournament for the White Christmas donation.

Fire Department monthly report; Verbal report given by Fire Captain Lee Poteat on the number of calls worked and the number of training hours.

Public Works, Water and Waste Water monthly report; Report included as an integral part of the permanent minutes and given by Public Works Director Ross Hewell. He also informed the Commission that his department had been busy with getting the Christmas Lights ready for the lighting of the Village. City Manager Jerry Elkins stated that Square Deal Construction Co. was getting ready to start Phase 2 of the Island area project.

Building and Zoning Department monthly report; Report included as an integral part of the permanent minutes and given by Building and Zoning Director Larry Krul.

A. Appointment of Appeals Board Members as per Ordinance 14-03-01; Motion by Commissioner Helen Wilkins to appoint Darlene Broadway to the Board of Appeals and to appoint as Alternates Tim Golding, and Scott Cain, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

B. Consideration for a sigh variance for Dona K Burke for her business Grandma's House located at 8770 North Main Street. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a majority vote of the Commission present. Commissioner Dona K Burke abstained from the vote.

Purchases and Bids; None

Ordinances; None

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Resolutions; None

Executive Session for Pending Litigation and Personnel; Motion to go into Executive Session at 3:45 p.m. made by Commissioner Dona K Burke, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission present.

Motion to resume the Regular Commission meeting at 4:08 p.m. made by Commissioner Dona K Burke, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

No Motions were made as a result of the Executive Session.

City Manager Jerry Elkins informed the commission that he had met with White County Manager, Mike Melton and Public Safety Director, David Murphy as requested by the commission, concerning the possibility of consolidation of fire services. They asked that he talk to the City Commission to confirm that the City Commissioners were interested in moving forward with negotiations concerning the consolidation of fire services and he would talk to the County Commissioners to determine their interest in the consolidation of fire services. Both managers felt the need to determine interest before work began on a Fire Services Agreement.

City Commission Comments; None

Adjournment; Motion to adjourn at 4:15 p.m. made by Commissioner Dona K Burke, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

RESPECTFULLY SUBMITTED BY CITY CLERK MARILYN CHASTAIN