

**CITY OF HELEN
COMMISSION MEETING
NOVEMBER 02, 2015
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR DONA K BURKE
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM
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
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
14. PURCHASES AND BIDS
15. ORDINANCES
16. RESOLUTIONS
17. CITY COMMISSION COMMENTS
18. ADJOURNMENT

THIS AGENDA WAS POSTED OCTOBER 30, 2015 AT 10:00 A.M.

**CITY OF HELEN
COMMISSION MEETING
NOVEMBER 2, 2015
MINUTES OF MEETING**

The Helen City Commission met on Monday November 2, 2015 in the Commission Chambers at Helen City Hall with Mayor Dona K Burke calling the meeting to order at 10:00 a.m.

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

Also attending were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Fire Chief Jody Prickett, Building & Zoning Director Larry Krul, Public Works Director Ross Hewell, Police Chief Brian Stephens.

Pledge of Allegiance to the Flag was given.

Approval of Agenda; Motion to Amend the Agenda by adding as item C under Administrative; Consideration for approval for the purchase of Utility easements for the Willow Pond Sewer Project in the amount of \$1,500.00. Motion to approve Amending the Agenda made by Commissioner Fred Garmon, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Motion to approve the Agenda made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Approval of Minutes from October 20, 2015; Motion to approve made by Commissioner Judy Holloway, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission present.

Petitions and Communications from the Public; None

Administrative Operations;

A. Consideration of Request to add the Category of Hotel/Resort to a Permitted use under the City's Planned Unit Development Ordinance. Attorney Carl Free explained to the Commission that Innsbruck Property Owners have stated interest in building a Resort Hotel, but under the current Zoning which is PUD (Planned Unit Development) there are no permitted use for Hotels in the PUD zoning. In order to have the correct zoning requirements, there would need to be approval directing the City Attorney to proceed with the necessary requirements for the Zoning change. Motion to approve the City Attorney to proceed with the necessary steps required to change the PUD zoning to include Hotels as part of the Zoning made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

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B. Consideration for approval of 2016 Alcohol License Application for Ayaz Khalil Khan of YUMNA INC. D/B/A Alpine Chevron located at 8217 South Main Street Helen, GA 30545 for BEER PACKAGE, AND WINE PACKAGE; Police Chief Brian Stephens stated there were no problems with the background investigation. Motion to approve the Alcohol License made by Commissioner Fred Garmon, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

C. Consideration for approval for the purchase of utility easements for the Willow Pond Sewer Project in the amount of \$1,500.00. City Manager Jerry Elkins stated that the purchase was necessary to complete the easements so that the Sewer line project could continue. Motion to approve made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

Police Department Operations; Police Chief Brian Stephens stated there had been a good Oktoberfest with no major problems, that the Halloween safe night had been a huge success with 500+ attending, he also thanked the Fire Chief and Fire Department for their help and for bringing up the Fire Truck and Ambulance for the kids to see.

Fire Department Operations; Fire Chief Jody Prickett stated he is still working on cleaning up the Fire Department, and is still waiting on the form for the Fire Truck certification to come in.

Public Works, Water and Waste Water Operations; Public Works Director Ross Hewell stated the Department has been busy with the Oktoberfest and with extra cleaning and repairs, that the benches for Riverside park have been delivered and are waiting on the weather to break before they are installed. City Manager Jerry Elkins stated that EPD does not allow concrete to be poured within 50" of the River bank, which the new Swings need concrete for anchoring but that Zoning Director Larry Krul has stated that the rule may change in 2016 and need to wait until next spring to install those needing concrete.

Building and Zoning Operations; Director Larry Krul was absent due to a prescheduled meeting.

Mayor Dona K Burke stated she had noticed Mildred Greear come in after the meeting had started and asked her if she had something she wanted to discuss with the Commission and explained that the Petitions and Communications from the Public had already passed, but will allow her to speak if she had come to do so. Mrs. Greear replied she would, and also had an item she wanted to show the Commission, which was then brought to the Commission. It was a large rusting item Mrs. Greear explained had come from the back of her property behind her kitchen, and was a Train ballast from the

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railroad that had been there years ago. She voiced her complaints about communication with the City, and gave information on the history of the local area. Mayor Dona K Burke invited Mrs. Greear to speak on the history at the Arts Center on History night, with Mrs. Greear stating she would love to.

Purchases and Bids; None

Ordinances; None

Resolutions; None

City Commission Comments; Commissioner Helen Wilkins wished all running and Incumbents good luck on the election. Commissioner Judy Holloway stated she wanted to verify that she had returned Mrs. Greear's phone call. Commissioner Jeff Ash stated he wanted to commend Brian and staff for a doing a good job.

Adjournment; Motion to adjourn at 10:43 a.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN