

**CITY OF HELEN  
COMMISSION MEETING  
MAY 6, 2014  
10:00 A.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 APRIL 15, 2014
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ADMINISTRATIVE OPERATIONS
  - A. CONSIDERATION OF PARTICIPATING WITH WHITE COUNTY FOR NEW AERIAL PHOTOGRAPHY
8. POLICE DEPARTMENT OPERATIONS
9. FIRE DEPARTMENT OPERATIONS
10. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS
11. BUILDING AND ZONING OPERATIONS
  - A. CONSIDERATION FOR APPROVAL OF GEORGIA MTN RESORT MINISTRIES ANNUAL JULY 4<sup>TH</sup> CARNIVAL AT RIVERSIDE PARK
12. PURCHASES AND BIDS

13. ORDINANCES

- A. ORDINANCE 14-05-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY AMENDING CHAPTER 43, SHORT TERM SPECIAL EVENTS; ARTICLE 1, IN GENERAL; BY THE AMENDMENT OF CODE SECTIONS, AS SAID CODE SECTION APPLIES TO SIGNAGE WITH THE INTENT OF SAID AMENDMENT BEING TO STREAMLINE THE APPLICATION PROCESS FOR SPECIAL EVENT ORGANIZERS WHEN NOMINAL IMPACT IS IMPOSED ON CITY STRUCTURE

14. RESOLUTIONS

15. EXECUTIVE SESSION FOR PROPERTY ACQUISITION

16. CITY COMMISSION COMMENTS

17. ADJOURNMENT

**THIS AGENDA WAS POSTED MAY 2, 2014 AT 11:00 A.M.**

**CITY OF HELEN  
COMMISSION MEETING  
MAY 6, 2014  
10:00 A.M.  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday May 6, 2014 at 10:00 a.m. in the Commission Chambers at Helen City Hall, with Mayor Judy Holloway calling the meeting to order.

City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Fred Garmon, Commissioner Helen Wilkins, Mayor Judy Holloway, Commissioner Dona K Burke, Commissioner Jeff Ash. Also present were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Jim Couch, Fire Captain Lee Poteat, and Building & Zoning Administrator Larry Krueel. Absent was Public Works Director Ross Hewell.

Pledge of Allegiance to the Flag was given.

Motion to Amend the Agenda by adding under Administrative as item B; EMI, Fletcher Holiday to discuss information on additional Paving Cost to Phase 1 of the Island area project, and as item C; paving cost for LMIG project to Ridge Road, Brucken Strasse, Upper road at Willow Pond and possibly Lower road at Willow Pond made by Commissioner Dona K Burke, 2<sup>nd</sup> by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Motion to approve the Minutes from April 15, 2014 made by Commissioner Helen Wilkins, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public; None

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Administrative Operations

A. Consideration of participating with White County for new aerial photography; Present was Tom O'Bryant representing the White County Board of Commissioners and he explained that the new aerial photographs would update the current county maps. After much discussion, the decision was not to participate with funding at this time.

B. Fletcher Holiday with EMI concerning issues with road and parking lot compaction for paving for Phase 1 of the Island area project, (copy of letter included as an integral part of these minutes) explained to the Commission that there had been testing for the compaction of the road base and parking areas, and that the test revealed there would need to be additional base material added because of the poor soil conditions. There was discussion of the cost to bring the roads and parking up to standards, and discussion with property owner of the Parking area Lee Landress about the cost of bringing his property up to standards. Commissioner Fred Garmon made a motion to approve replacing the roads with Tensar BX 1200 Geogird with additional base material and the City to pay a pro rata share for the parking area owned by Lee Landress using concrete as the base due to the City having a permanent easement for storm drainage access to the property, 2<sup>nd</sup> by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

C. Consideration for approval to accept the low bid for paving under the Georgia Department of Transportation Local Maintenance Grant (LIMG) for Ridge Road and three locations on Brucken Strasse. City Manager Jerry Elkins explained that the City had already been approved for the Grant, and had already approved the locations for the paving with the exception of adding the lower section of Willow Pond on Brucken Strasse which would increase the cost by \$5,300.00, and he explained that the previously approved locations for paving required a cost of 30 percent to be paid by the City and would come out of the SPLOST fund. Motion to accept the low bid for paving from Thompson Construction and move forward with the project made by Commissioner Dona K Burke, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Police Department Operations; Police Chief Jim Couch stated there had been a few arrest by his department for theft and a large investigation because of these arrest linking them to a Bulagery ring in the surrounding areas. He also updated the Commission on the upcoming SOWO event about having additional State Patrol Troopers and about speaking with White County EMS Director David Murphy about the GEMA volunteers helping as part of their training, he also suggested purchasing metal black crowd control barriers that could also be used in the down town area during special events that would match the existing railing.

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Fire Department Operations; Fire Captain Lee Poteat stated the Fire Department had been busy, and that the new system dispatching 911 calls was working out well. He also reported receiving a call concerning safety issues at a local motel and that he had performed a random room check and found several items such as no smoke detectors in smoking rooms, or detectors not working, electrical outlets with no covers, exposed wiring and several other items not in compliance with State Fire Codes, he warned the owner to have these items taken care of by Friday, May 9<sup>th</sup>. Mayor Judy Holloway asked if the Helen Fire Department had responded to the Sims home fire, Captain Poteat replied they had not due to no one being available or on duty at the time of the call.

Public Works, Water and Waste Water Operations; Public Works Director Ross Hewell was not present for the meeting. City Manager Jerry Elkins informed the Commission that the end of Phase 1 of the Island area project was getting closer, and that signs have been ordered and the conduit for the street lights is in place. Commissioner Helen Wilkins asked if there is the possibility of more soil problems with Phase 2. Fletcher Holiday with EMI said it is not probable but was possible.

Building and Zoning Operations; New Building & Zoning Director Larry Krul introduced himself to the Commission and stated he was glad to be here.

A. Consideration for approval of Georgia Mtn. Resort Ministries annual July 4<sup>th</sup> carnival at Riverside Park. City Manager Jerry Elkins informed the Commission that the Carnival had been approved for several years and there had been no problems. Commissioner Fred Garmon stated the Carnival is for the children and his opinion is good for the City to allow. Motion to approve made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Purchases and Bids; None

Ordinances; First reading of Ordinance 14-05-01, An Ordinance of the City of Helen, Georgia to amend the Official Code of the City of Helen, Georgia, by amending Chapter 43, Short Term Special Events; Article 1, in general; by the Amendment of Code Sections, as said Code Section applies to streamline the application process for Special Event organizers when nominal impact is imposed on City Structure. City Manager Jerry Elkins read a revised copy of the Ordinance submitted by City Attorney Carl Free, after the Agenda packets had been sent, with the Change being adding under item 43-5 (B) and City Public Works Director. After reading the changed Ordinance City Manager Jerry Elkins, stated he did not feel it necessary to require Special Events to be sponsored by "not for profit" as stated in 43-4 paragraph #7.

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Motion to approve the first reading of Ordinance 14-05-01 with the deletion of 43-4 paragraph #7 made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Resolutions; None

Executive Session for Property acquisition; Motion to go into Executive Session at 11:07 a.m. made by Commissioner Dona K Burke, 2<sup>nd</sup> by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Regular Commission meeting resumed at 11:30 a.m.

Action as a result of the Executive session; Motion to approve acquiring 0.06 ac from Mr. Holt owner of Bigg Daddys for improvements to Island area project made by Commissioner Helen Wilkins, 2<sup>nd</sup> by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Motion to accept a 2 foot wide section from property owner of Country Inn & Suites for improvement to Island area project in exchange for tree removal made by Commissioner Dona K Burke, 2<sup>nd</sup> by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Commission Comments; None

Motion to adjourn at 11:40 a.m. made by Commissioner Dona K Burke, 2<sup>nd</sup> by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

**RESPECTFULLY SUBMITTED**

**MARILYN CHASTAIN / CITY CLERK**