

**CITY OF HELEN
COMMISSION MEETING
SEPTEMBER 10, 2019
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM AUGUST 13, 2019
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE OPERATIONS
 - A. DISCUSSION OF DATES FOR COMMUNITY CHRISTMAS PARTY AND EMPLOYEE CHRISTMAS PARTY
 - B. DISCUSSION OF CHRISTMAS DECORATIONS
 - C. DISCUSSION FOR APPROVAL OF PAVING TWO SECTIONS OF RIDGE ROAD AND ONE SECTION OF BRUCKEN STRASSE USING APPROXIMATELY \$22,000 OF THE LOCAL MAINTENANCE IMPROVEMENT GRANT (LMIG) AND APPROXIMATELY \$30,000 OF CITY FUNDS.
 - D. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS
 - E. 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 MONTHLY REPORT
14. PURCHASES AND BIDS
15. ORDINANCES; NONE

16. RESOLUTIONS; NONE

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

**THIS AGENDA WAS POSTED SEPTEMBER 6, 2019 @ 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
SEPTEMBER 10, 2019
MINUTES OF MEETING**

The Helen City Commission met on Tuesday September 10, 2019 in the Commission Chambers at Helen City Hall with Mayor Cinnamon Spurlock calling the meeting to order at 10:00 a.m.

ROLL CALL BY CITY CLERK MARILYN CHASTAIN; Present were Mayor Cinnamon Spurlock, Commissioner Lee Landress, Commissioner Jeff Ash, Commissioner Steve Fowler and Commissioner Geneva Elwell.

Also attending were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Finance Officer Mona Wood, Police Chief Brian Stephens, Fire Chief Jody Prickett, Public Works Director Ross Hewell, absent was Building & Zoning Director Darrell Westmoreland.

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA; Motion to amend and approve the Agenda with the addition under item #14 Purchases & Bids, Discussion of Playground Equipment made by Commissioner Lee Landress, 2nd by Commissioner Jeff Ash. Motion approved with the unanimous vote of the Commission.

APPROVAL OF MINUTES FROM AUGUST 13, 2019; Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; None

HELEN/WHITE COUNTY CVB MONTHLY REPORT; Report included as an integral part of the Minutes. Director Jerry Brown was not present.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; Report included as an integral part of the Minutes. Director Renee Green was not present.

ADMINISTRATIVE OPERATIONS

- A. DISCUSSION OF DATES FOR COMMUNITY CHRISTMAS PARTY AND EMPLOYEE CHRISTMAS PARTY. It was decided to have the Community Christmas Dinner on December 2nd, and the Employee Christmas Party on December 6, 2019.
- B. DISCUSSION OF CHRISTMAS DECORATIONS; Discussed of lighting the Pedestrian Bridges and dates of having the decorations completed. Public Works Director Ross Hewell is to contact DOT for verification of allowing lighting on the Pedestrian Bridges.

**COMMISSION MEETING
SEPTEMBER 10, 2019
MINUTES OF MEETING
PAGE 2**

- C. DISCUSSION FOR APPROVAL OF PAVING TWO SECTIONS OF RIDGE ROAD AND ONE SECTION OF BRUCKEN STRASSE USING APPROXIMATELY \$22,000 OF THE LOCAL MAINTENANCE IMPROVEMENT GRANT (LMIG) AND APPROXIMATELY \$30,000 OF CITY FUNDS. Commissioner Jeff Ash made a motion to authorize City Manager Jerry Elkins the go ahead with applying for the LMIG grant and approval of funds for the City portion, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.
- D. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS; City Manager Jerry Elkins informed the Commission that the roadway and sidewalk on the City side of Alpenrosen is in need of repairs and that he hoped to be able to utilize the contractor that Terry Sims uses when he installs his paved drive. Commissioner Jeff Ash made a motion to authorize City Manager Jerry Elkins the authority to move ahead with the repairs, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.
- E. FINANCIAL REPORT; Motion to approve the Financial Report made by Commissioner Steve Fowler, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

POLICE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Police Chief Brian Stephens was present and gave a verbal report. Also discussed was the possibility of adding cross walk lights and Ticketing cameras at the intersection of Chattahoochee & Main & River Street & Main. Chief Brian Stephens was asked to contact a company to provide quotes and follow up at the next commission meeting.

FIRE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Fire Chief Jody Prickett was present and gave a verbal report.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Report included as an integral part of the Minutes. After discussion of problems caused by the Horse Carriages in the loading zone on River Street Commissioner Steve Fowler made a motion to not allow the Horse Carriages to use the current City loading/unloading area on River Street after January 1, 2020, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

Also discussed was authorizing additional overtime for the Public Works department to install Fall and Christmas Decorations. Commissioner Jeff Ash made a motion to approve overtime for the Public Works department for this year only and to require the work be bid out for the Fall and Christmas decorating the following year, 2nd by

**COMMISSION MEETING
SEPTEMBER 10, 2019
MINUTES OF MEETING
PAGE 2**

Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

BUILDING AND ZONING MONTHLY REPORT; Report included as an integral part of the Minutes. Director Darrell Westmoreland was not present.

PURCHASES AND BIDS; After discussion of playground equipment for both City Parks, it was decided to not install additional equipment in Pete's Park at this time. Commissioner Steve Fowler made a motion to approve equipment presented for Riverside Park in the amount of \$44,384.00 and to add 1 additional swing, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

ORDINANCES; NONE

RESOLUTIONS; NONE

CITY COMMISSION COMMENTS; Commissioner Jeff Ash stated there had been complaints from City residents that live across the river from the Hofbrauhaus about the noise from the outdoor bands that play on weekends. Mayor Cinnamon Spurlock stated the owner has been made aware and will work on keeping the noise down. Commissioner Jeff Ash stated that the residents have valid complaints and would like to look into solutions if the problem is not corrected. Commissioner Geneva Elwell commended the Public Works department for the fence they built in town. Commissioner Steve Fowler stated he had asked Building & Zoning Director Darrell Westmoreland to look into the dumpsters leaking at Wendy's.

ADJOURNMENT; Motion to adjourn at 11:36 a.m. made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN