

**CITY OF HELEN
COMMISSION MEETING
MAY 20, 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 MAY 6, 2014
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
 - A. BARRY CHURCH OF HIGH COUNTRY HELICOPTERS, LLC FOR DISCUSSION OF CHANGING REGULATIONS TO ALLOW HELICOPTERS TO OPERATE WITHIN THE CITY
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE
 - A. GEORGE BUTLER REQUEST FOR CONSIDERATION OF NOTICE BY THE CITY OF APRIL 1, 2014, THAT TUBING OPERATIONS MAY NOT BE CONDUCTED AT ESCOWEE DRIVE LOCATION OF WATER PARK PROPERTIES, LLC
 - B. FLETCHER HOLIDAY WITH EMI TO DISCUSS PAVING OF PRIVATE PARKING LOT IN ISLAND AREA PROJECT
 - C. FINANCIAL MONTHLY REPORT
 - D. DISCUSSION AND REVIEW OF DRAFT BUDGET FOR NEW FISCAL YEAR
 - E. DISCUSSION AND CONSIDERATION FOR APPROVAL OF ANNUAL AUDIT FOR THE YEAR ENDED JUNE 30, 2014, TO BE CONDUCTED BY WALKER, PIERCE, & TUCK CERTIFIED PUBLIC ACCOUNTANTS, P.C.
 - F. DISCUSSION AND CONSIDERATION OF LEASE RENEWALS, OR MODIFICATIONS TO LEASE AGREEMENTS FOR; THE HELEN ARTS & HERITAGE CENTER, AND THE HELEN WELCOME CENTER (CVB)

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. DISCUSSION AND CONSIDERATION OF CERTIFICATE OF OCCUPANCY REQUEST BY ATTORNEY CHAD KNOTT FOR TUSCANY VILLAS
14. PURCHASES AND BIDS
 - A. CONSIDERATION OF ACCEPTING BID FOR RESTROOM SUPPLIES FROM GAINESVILLE JANITOR SUPPLY CO., INC.
15. ORDINANCES
 - A. SECOND 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 I, 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 INFRASTRUCTURE
16. RESOLUTIONS
17. EXECUTIVE SESSION TO DISCUSS REAL ESTATE ACQUISITION
18. CITY COMMISSION COMMENTS
19. ADJOURNMENT

THIS AGENDA WAS POSTED MAY 16, 2014 AT 12:30 P.M.

**CITY OF HELEN
COMMISSION MEETING
MAY 20, 2014
3:00 P.M.
MINUTES OF MEETING**

The Helen City Commission met on Tuesday May 20, 2014 at 3:00 p.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 Jeff Ash. Absent was Commissioner Dona K Burke. Also present were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Jim Couch, Public Works Director Ross Hewell, and Building & Zoning Director Larry Krueel. Absent was Fire Captain Lee Poteat.

Pledge of Allegiance to the Flag was given.

Approval of Agenda; Motion to amend the Agenda by the removal of Item C under Administration, and approval of the Agenda made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission present.

Approval of Minutes from May 6, 2014; Motion to approve made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

Petitions and Communications from the Public; No one from the audience stood to speak.

A. Barry Church of High Country Helicopters, LLC for discussion of changing regulations to allow helicopters to operate within the City; Mr. Barry Church was present and asked the Commission to consider allowing him to operate his helicopter business from the property of Bill Adcock where the previous Helicopter had been. Mayor Judy Holloway stated there had been a petition from the citizens against helicopters, and had been decided years ago by an Ordinance not to allow Helicopters to operate in the City limits. Commissioner Helen Wilkins asked Mr. Church if he had seen the signs in town that state Helen is a Noise Sensitive area. He replied he had seen the signs. Commissioner Wilkins stated she is not in favor of changing the Ordinance. No motion was made.

Alpine Helen/White County CVB monthly report; Director Jerry Brown was present and stated to save time, that his report was included in the Agenda packets and would be happy to answer any questions. He also presented the most recent ads to the Commission. There were no questions.

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Helen Chamber of Commerce Monthly report; Director Renee Chacon was present and stated to save time, that her monthly report is also in the Agenda packets, and would be happy to answer any questions. There were no questions.

Administrative;

A. George Butler request for consideration of notice by the City of April 1, 2014, that tubing operations may not be conducted at the Escowee Drive location. Attorney George Butler addressed the Commission by requesting that his client Merle Long be allowed to conduct his tubing business from the Escowee property during the Memorial day weekend, also that his client has complained for years about unfairness by the City allowing Cool River tubing to continue tubing operations at their adjoining property. Mayor Holloway asked Mr. Butler to keep to the subject at hand. After much discussion by Mr. Butler, Commissioner Jeff Ash reminded Mr. Butler that the City had not stopped Mr. Long from using the property for tubing for the past 4 years during the court proceedings, and had even allowed him to continue operating during the appeal, but the Court of Appeals has upheld the ruling. After much back and forth discussion between Attorney George Butler and City Attorney Carl Free, Commissioner Helen Wilkins stated she believes the City is receiving proper legal advice from the City Attorney. Commissioner Fred Garmon stated he does not think a motion is necessary to enforce the rules as written, Commissioner Helen Wilkins stated she would second that, if a motion were made. No motions were made.

B. Fletcher Holiday with EMI to discuss paving of Private Parking lot in Island area project; Fletcher Holiday was present and informed the Commission of the idea of Contractor Square Deal on an alternate paving solution for the Lee Landress parking lot. There was discussion of not being able to guarantee the paving to hold up if large trucks were driven on the property, but that the property owner was aware of this. Motion by Commissioner Jeff Ash to approve the less expensive solution made by Contractor Square Deal, Inc. to modify original plans by installing five inches of dyed concrete with heavy wire reinforcements at a cost to the City of \$1,504.00 and \$3,144.00 to the property owner for the private parking lot owned by Lee Landress in the Island area, Mr. Landress was present and gave his consent to move forward with the least expensive paving option, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

C. Item removed from the Agenda

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D. Discussion and review of Draft Budget for the new Fiscal Year; Commissioner Jeff Ash made a motion to approve, and authorize City Manager Jerry Elkins to allocate funds from the carry forward budget to hire a new full time employee for the Fire Department, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

E. Discussion and consideration for approval of Annual Audit for the year ended June 30, 2014, to be conducted by Walker, Pierce, & Tuck Certified Public Accountants, P.C.; Motion to approve the annual audit for the year ended June 30, 2014, to be conducted by Walker, Pierce, & Tuck Certified Public Accountants, P.C. at an increased price of \$500.00, making the cost \$16,000.00 by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission present.

F. Discussion and Consideration of Lease renewals, or modifications to Lease agreements for; The Helen Arts & Heritage Center, and the Helen Welcome Center (CVB). Motion to approve the Lease renewal as is for a 12 month period to the Helen Arts Center made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

Motion to approve the Lease renewal as is for a 12 month period to the Helen Welcome Center made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission present.

Police Department monthly report; Police Chief Jim Couch was present and stated his monthly report was included in the Agenda, he also reported that the SOWO event the previous weekend, was the largest event in White County History, that overall with the extra Police officers hired, the event went quite well, there had been approximately 70 tickets written during the event, with the major problem being with crowd control at the Helendorf Motel which he was able to turn around with the aid of a bull horn and talking with the crowd.

Fire Department monthly report; Report included in the Agenda packet.

Public Works, Water and Waste Water monthly report; Report included in the Agenda packet.

Building and Zoning Department monthly report; Report included in the Agenda packet.

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A. Discussion and Consideration of Certificate of Occupancy request by Attorney Chad Knott for Tuscany Villas; Motion made by Commissioner Jeff Ash for City Attorney Carl Free to prepare a letter of response to Attorney Chad Knott stating that if the current use is changed, then the building must meet the State Building Code for that particular zoning, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission present.

Purchases and Bids;

A. Consideration of accepting Bid for restroom supplies from Gainesville Janitor Supply Co., INC.; City Manager Jerry Elkins stated that overall there had been a reduction in the prices of supplies. Motion to approve the bid from Gainesville Janitor Supply made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

Ordinances;

A. Second 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 I, 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 infrastructure. Resident David Greear stated he thought that removing the non-profit requirement from the Ordinance is not a good idea and thinks that requirement should remain in the Ordinance. City Attorney Carl Free stated the main concern is the safety, and welfare of the public, which is not affected by the change to the Ordinance. Motion to approve the second reading made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

Resolutions; None

Motion to go into Executive Session at 4:30 p.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

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The Regular Commission meeting resumed at 4:45 p.m. Motion as a result of the Executive Session made by Commissioner Fred Garmon to change the right of way, and set back requirements to six feet instead of the previously approved five feet on the right of way, on property of Otto Siebert in the Island area, as part of the negotiated land acquisition, with set- back requirements to run with the land to future property owner(s), 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

City Commission Comments; Commissioner Helen Wilkins stated she thinks Jerry should have been chosen to the GMA Hall of Fame. City Manager Jerry Elkins stated he was honored to have been nominated and thanked everyone for their part in getting the nomination sent in. Mayor Judy Holloway wanted to commend the Public Works department on the excellent job of keeping the City clean during, and after the SOWO event, and to also commend the Police Department on the excellent job they did as well. The other Commissioners present all agreed.

Motion to adjourn at 4:50 p.m. made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission present.

RESPECTFULLY SUBMITTED

MARILYN CHASTAIN/ CITY CLERK