

**CITY OF HELEN
COMMISSION MEETING
NOVEMBER 16, 2021
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR LEE LANDRESS
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM OCTOBER 19, 2021, CALLED MEETING OCTOBER 27, 2021
6. ADMINISTRATIVE OPERATIONS
 - A. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS
 - B. FINANCIAL REPORT
 - C. DECISION ON LOCATION AND DATE OF EMPLOYEE CHRISTMAS PARTY
 - D. DISCUSSION OF HOURS OF OPERATION FOR CITY HALL
 - E. DISCUSSION OF POSSIBLE ADDITIONAL HOMESTEAD TAX EXEMPTION FOR FULL TIME CITY RESIDENTS
7. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
8. HELEN/WHITE COUNTY CVB MONTHLY REPORT
9. HELEN CHAMBER OF COMMERCE MONTHLY 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; DECISION ON BID FOR LOCATION OF POTENTIAL
GROUND-WATER DRINKING WELLS BID

15. ORDINANCES

16. RESOLUTIONS

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

**THIS AGENDA WAS POSTED NOVEMBER 12, 2021 @ 11:45 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
NOVEMBER 16, 2021
MINUTES OF MEETING**

The Helen City Commission met on Tuesday November 16, 2021 in the Commission Chambers at Helen City Hall with Mayor Lee Landress calling the meeting to order at 10:00 a.m. City Clerk Marilyn Chastain called the roll and attending were Commissioner Jeff Ash, Mayor Lee Landress, Commissioner Steve Fowler, and Commissioner Fred Garmon. Absent was Commissioner Geneva Elwell.

Also attending were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Brian Stephens, Fire Chief Jody Prickett, Building & Zoning Director Darrell Westmoreland, and Assistant Public Works Director Jack Morgan. Absent was Finance Director Mona Wood.

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA; Motion to amend by adding as Adding as item 16 A Executive Session to discuss personnel and as item F under Administration discussion of strategy to improve the ordinance on open containers. Motion to approve the amended Agenda made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of those present.

APPROVAL OF MINUTES FROM OCTOBER 19, 2021, CALLED MEETING OCTOBER 27, 2021; Motion to approve both Meeting Minutes as written made by Commissioner Steve Fowler, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of those present.

ADMINISTRATIVE OPERATIONS

UPDATE FROM CITY MANAGER ON CURRENT PROJECTS; Fletcher Holliday of EMI presented the Commission with a list of Infrastructure projects. Copy included as an integral part of the minutes. He stated the projects with an estimated start date of December are the Hex Street well and the Chattahoochee River Sewer Line, with the others planned for 2022 and 2023.

FINANCIAL REPORT; Report included as an integral part of the Minutes. Motion to approve the financial report made by Commissioner Fred Garmon, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

DECISION ON LOCATION AND DATE OF EMPLOYEE CHRISTMAS PARTY; Decision to have the Employee Christmas party at City Hall on December 10th at 6:00 p.m. Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

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DISCUSSION OF HOURS OF OPERATION FOR CITY HALL; Motion to approve changing the operating hours at City Hall to opening 8:00 a.m. and closing at 4:30 p.m. made by Commissioner Fred Garmon, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

DISCUSSION OF POSSIBLE ADDITIONAL HOMESTEAD TAX EXEMPTION FOR FULL TIME CITY RESIDENTS; Motion to have City Attorney Carl Free look into what requirements and steps would be necessary made by Commissioner Fred Garmon, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

DISCUSSION OF THE OPEN CONTAINER ORDINANCE; Commissioner Steve Fowler stated he thinks there should be stricter rules on open containers. Police Chief Brian Stephens stated he thought additional signs would help but does not want open containers allowed due to the problems it causes. Commissioner Steve Fowler made a motion to have commissioners bring ideas to be discussed at the next commission meeting, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; Eddie Graham of Heidi Haus asked the Commission to consider approving allowing his alcohol license fee's paid for 2021 to credit for 2022 since he had not been able to open because of set-backs on finishing his building due to Covid delays. City Clerk Marilyn Chastain stated that Hog Wild BBQ had also not been able to open in 2021 due to covid related delays and would like to consider them the same courtesy if approved. Commissioner Fred Garmon made the motion to approve letting the Alcohol license fee's already paid for 2021 be used for 2022 on both establishments, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

HELEN/WHITE COUNTY CVB MONTHLY REPORT; Report included as an integral part of the minutes. Director Jerry Brown was present and gave a verbal report.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; Member Judy Holloway was present and told the Commission that they had revenue's of 1.4 million during the Bavarian Fest, Bingo, and Oktoberfest. They are adding additional spaces for Kriskringle mart at the festhall parking lot and expect a good turn out for this as well.

POLICE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the minutes. Police Chief Brian Stephens gave a verbal report. He also stated the White

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Christmas for Kids Car show had been a great success and thanked those that volunteered and thanked City Clerk Marilyn Chastain for doing her part of putting the show together for the past 6 years.

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. Assistant Public Works Director Jack Morgan was present and gave a verbal report.

BUILDING AND ZONING MONTHLY REPORT; Report included as an integral part of the Minutes. Building and Zoning Director Darrell Westmoreland was present and gave a verbal report. He also stated that ground was broken for the new 22 unit Deerfield Condos, that the Hilton is preparing the site plans and the DOT cross-walks have been postponed until spring.

City Manager Jerry Elkins asked if there had been any word from the LMIG grant. Building and Zoning Director stated that the road chosen was Bruckenstrass and was approved.

City Manager Jerry Elkins stated he really appreciated all the City Employees for the wonderful jobs they have done during his recent medical absence and how much he appreciates them.

PURCHASES AND BIDS; DECISION ON BID FOR LOCATION OF POTENTIAL GROUND-WATER DRINKING WELLS BID; Motion to approve the recommendation of EMI to award the lower bid to Ground Surfaces Inc. made by Commissioner Steve Fowler, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the commission present.

ORDINANCES; None

RESOLUTIONS; None

EXECUTIVE SESSION TO DISCUSS PERSONNELL; Motion to go into Executive Session at 11:01 made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

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Motion to come out of Executive Session at 11:17 made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

No Action taken as a result of the Executive Session.

CITY COMMISSION COMMENTS

ADJOURNMENT; Motion to adjourn at 11:18 a.m. made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN

