

**CITY OF HELEN
COMMISSION MEETING
JANUARY 17, 2023
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. NOMINATION AND VOTE FOR MAYOR
5. NOMINATION AND VOTE FOR MAYOR PRO TEMPORE
6. OATH OF OFFICE TO MAYOR AND MAYOR PRO TEMPORE
7. APPROVAL OF AGENDA
8. APPROVAL OF MINUTES FROM DECEMBER 13, 2022
9. DISCUSSION OF AND PRESENTATION BY MATT STROHMEYER OF LBF CONSULTING GROUP ABOUT SECURITY CAMERAS
10. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
11. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
12. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
13. ADMINISTRATIVE
 - A. UPDATE FROM CITY MANAGER AND OR EMI ON CURRENT PROJECTS
 - B. FINANCIAL REPORT
 - C. DISCUSS DATES FOR QUALIFYING PERIOD OF (2) COMMISSION SEATS FOR THE NOVEMBER ELECTION
 - D. DISCUSSION OF HEATING UNIT FOR FIRE DEPARTMENT
 - E. RON CANTRELL OF RCCI TO PRESENT RESTROOM PROPOSAL FOR RIVER STREET

F. DISCUSSION OF BALLOON SCULPTURE MADE BY OWENS WELDING FOR LOVE LOCKS

14. POLICE DEPARTMENT MONTHLY REPORT

15. FIRE DEPARTMENT MONTHLY REPORT

16. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT

17. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT

18. PURCHASES AND BIDS

19. ORDINANCES

20. RESOLUTIONS

21. EXECUTIVE SESSION TO DISCUSS PENDING OR POTENTIAL LITIGATION

22. CITY COMMISSION COMMENTS

23. ADJOURNMENT

**THIS AGENDA WAS POSTED JANUARY 13, 2023 @ 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
JANUARY 17, 2023
MINUTES OF MEETING**

The Helen City Commission met on Tuesday January 17, 2023 in the Commission Chambers at Helen City Hall. Commissioner Fred Garmon called the meeting to order at 10:00 a.m. City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Jeff Ash, Commissioner Cinnamon Sullivan, Commissioner Fred Garmon, Commissioner Cliff Hood and Commissioner Steve Fowler. Also attending were Finance Officer Mona Wood, City Manager Darrell Westmoreland, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Aletha Barrett, Fire Chief Jody Prickett, Public Works Director Jack Morgan.

NOMINATION AND VOTE FOR MAYOR; Nomination by Commissioner Steve Fowler to elect Jeff Ash as Mayor, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

NOMINATION AND VOTE FOR MAYOR PRO TEMPORE; Nomination by Commissioner Fred Garmon to elect Steve Fowler, 2nd by Commissioner Cinnamon Sullivan. Motion approved with a unanimous vote of the Commission.

OATH OF OFFICE TO MAYOR AND MAYOR PRO TEMPORE given to each by City Clerk Marilyn Chastain.

APPROVAL OF AGENDA; Motion to add as the next item and to approve the Agenda with consideration of having a called meeting on February 3, 2023 at 10:00 a.m. for a public hearing and consideration of Alcohol License for Mary Rullian made by Commissioner Cliff Hood, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

Motion to approve a called meeting on February 3, 2023 for a Public Hearing and consideration of Alcohol License of Mary Rullian made by Commissioner Cliff Hood, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

APPROVAL OF MINUTES FROM DECEMBER 13, 2022; Motion to approve made by Commissioner Fred Garmon, 2nd by Commissioner Cliff Hood. Motion approved by a majority vote of the Commission. Commissioner Cinnamon Sullivan abstained from voting due to not being present at the meeting.

DISCUSSION OF AND PRESENTATION BY MATT STROHMEYER OF LBF CONSULTING GROUP ABOUT SECURITY CAMERAS; Mayor Jeff Ash asked Mr. Strohmeyer to come back to the February 21, 2023 meeting and asked to bring more information about pricing.

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This item was moved up on the Agenda due to time. RON CANTRELL OF RCCI TO PRESENT RESTROOM PROPOSAL FOR RIVER STREET;

Discussed were the need to make some decisions regarding items such as flooring, heating, fixtures and other items for the Pete's Park Restroom project. Mayor Jeff Ash asked to have items presented to City Manager Darrell Westmoreland for suggestions to be presented to Commission. Next discussed and presented were plans for the River Street restrooms. Mr. Cantrell presented drawings of how each would possibly look, a one story design and a two story design.

Motion to do a Schematic Design for the restroom on River Street made by Commissioner Steve Fowler, 2nd by Commissioner Cinnamon Sullivan. Motion approved with a unanimous vote of the Commission.

Commissioner Cliff Hood stated that the possibility of still looking for property to build new restrooms on should still be considered.

Motion by Commissioner Cliff Hood to consider looking at additional property locations to build new restrooms, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

Commissioner Cinnamon Sullivan suggested having portable restrooms installed during construction at the Chattahoochee Street restrooms. There was discussion of restaurants being required to have restrooms for their patrons such as the Bier Garden. City Manager Darrell Westmoreland is to investigate the original plans.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; None

ALPINE 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; None

ADMINISTRATIVE

UPDATE FROM CITY MANAGER AND OR EMI ON CURRENT PROJECTS; City Manager Darrell Westmoreland stated the plans for the new Hotel are almost $\frac{3}{4}$ of the way done and should be submitting the drawings in February. Fletcher Holiday of EMI gave an update on the current projects with a report given as an integral part of the Minutes.

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B. FINANCIAL REPORT; Report presented by Finance Officer Mona Wood. Written report to be included as an integral part of the Minutes. Motion to approve made by Commissioner Cliff Hood, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

C. DISCUSS DATES FOR QUALIFYING PERIOD OF (2) COMMISSION SEATS FOR THE NOVEMBER ELECTION; Motion to have Qualifying for 5 days beginning August 21, 2023 at 8:30 a.m. and ending August 25, 2023 at 3:00 p.m. made by Commissioner Steve Fowler, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

D. DISCUSSION OF HEATING UNIT FOR FIRE DEPARTMENT; Motion to approve purchasing new unit at a cost of approximately \$4,800.00 made by Commissioner Fred Garmon, 2nd by Commissioner Cinnamon Sullivan. Motion approved with a unanimous vote of the commission.

E. RON CANTRELL OF RCCI TO PRESENT RESTROOM PROPOSAL FOR RIVER STREET;
Moved above.

F. DISCUSSION OF BALLOON SCULPTURE MADE BY OWENS WELDING FOR LOVE LOCKS; There was a proposed drawing submitted for consideration and discussion of the need to consider. Motion to approve the Balloon Sculpture at a cost of approximately \$12,000.00 with location of placement to be determined made by Commissioner Steve Fowler, 2nd by Commissioner Cinnamon Sullivan. Motion approved with a unanimous vote of the Commission.

POLICE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Police Chief Aletha Barrett gave a verbal report and discussed more into detail of the camera system and asked David Perkins to give more information which he explained that he has not seen the current system go off line and thinks putting a camera hub at the Helen Arts Center will also help. Chief Barrett stated that next week she would be attending the Chief of Police meeting and had been asked to serve on the State Committee after receiving her State Certification. The Commission congratulated her.

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FIRE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Fire Chief Jody Prickett was present and gave a verbal report. He also asked the Commission to consider the purchase of an ice machine for the Fire Department.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Report included as an integral part of the Minutes. Public Works Director Jack Morgan was present and inquired of the Commission if the Christmas lights could be removed from the Riverside Park to allow for the restroom renovation and was approved by the Commission to do so.

BUILDING AND ZONING DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. City Manager/Building and Zoning Director Darrell Westmoreland was asked by Commissioner Steve Fowler about the current process of permitting construction work. City Manager Darrell Westmoreland stated that the whole submittal process that goes before the PDRB should be looked at and updated. He also stated that the storage building from B&M metals should be delivered at the end of January.

PURCHASES AND BIDS; None

ORDINANCES; None

RESOLUTIONS; None

EXECUTIVE SESSION TO DISCUSS PENDING OR POTENTIAL LITIGATION; Motion to go into Executive Session at 12:35 p.m. made by Commissioner Fred Garmon, 2nd by Commissioner Cinnamon Sullivan. Motion approved with a unanimous vote of the Commission.

Motion to go back into the regular meeting at 12:52 p.m. made by Commissioner Fred Garmon, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

There were no motions made as a result of the Executive Session.

CITY COMMISSION COMMENTS; City Manager Darrell Westmoreland stated that the gas line that needs to be moved at the new restrooms at Pete's Park will not hold up construction. Commissioner Fred Garmon stated that it had been a pleasure serving as the Mayor last year and looks forward to working with all again this year. Commissioner Cinnamon Sullivan stated that she would like to look further into the requirement of the Bier Garden being required to install restrooms as a part of the original permitting during Construction.

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ADJOURNMENT; Motion to adjourn at 12:5 p.m. made by Commissioner Steve Fowler, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN