

**CITY OF HELEN
COMMISSION MEETING
APRIL 9, 2019
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR CINNAMON SPURLOCK
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM MARCH 12, 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. CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE FOR MATTHEW VRAHIOTES D/B/A HELEN WINE COMPANY LOCATED AT 8016 SOUTH MAIN STREET FOR, FARM WINERY, WINE PACKAGE, BEER ON PREMISES, & BEER PACKAGE.
 - B. FINANCIAL REPORT
 - C. DISCUSSION OF CONTRACT WITH WHITE COUNTY WATER AUTHORITY
 - D. CONSIDERATION OF PARKING SIGNAGE FOR CITY HALL
 - E. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS
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 APRIL 5, 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
APRIL 9, 2019
MINUTES OF MEETING**

The Helen City Commission met on Tuesday April 9, 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 Commissioner Geneva Elwell, Mayor Cinnamon Spurlock, Commissioner Lee Landress, Commissioner Jeff Ash and Commissioner Steve Flower.

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, Building & Zoning Director Darrell Westmoreland, Public Works Director Ross Hewell.

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA; Motion to amend by adding under Administration as item F. Discussion for consideration of changes to Sec. 34-256, Outdoor Holiday Lighting and as item G. Discussion for consideration of an Ordinance restricting the use of fireworks and motion to approve with changes made by Commissioner Lee Landress, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

APPROVAL OF MINUTES FROM MARCH 12, 2019; Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Lee Landress. 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 present and gave a verbal report.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT

ADMINISTRATIVE OPERATIONS

A.CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE FOR MATTHEW VRAHIOTES D/B/A HELEN WINE COMPANY LOCATED AT 8016 SOUTH MAIN STREET FOR, FARM WINERY, WINE PACKAGE, BEER ON PREMISES, & BEER PACKAGE. Motion to approve made by Commissioner Lee Landress 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

**COMMISSION MEETING
APRIL 9, 2019
MINUTES OF MEETING
PAGE 2**

B. FINANCIAL REPORT; Report included as an integral part of the Minutes. City Manager Jerry Elkins went over the report and stated that all revenues are up compared to this time last year. 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.

C. DISCUSSION OF CONTRACT WITH WHITE COUNTY WATER AUTHORITY; Motion to contract with the White County Water Authority for \$1,000.00 per month for a minimum of 300,000 gallons to keep the lines clean per month at no charge then \$2.50 per thousand above the 300,000 unless it is determined that 300,000 is not enough to keep the lines clear which will be renegotiated with a 1 year renewal period each year made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

D. CONSIDERATION OF PARKING SIGNAGE FOR CITY HALL; Motion to approve signage purchase made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

There was the decision to discuss at the next meeting additional deliberations and considerations of allowing parking on City Hall property.

UPDATE FROM CITY MANAGER ON CURRENT PROJECTS; City Manager Jerry Elkins stated that he has been looking at companies to install a new liner in the White Street water tank and went over possible plans for a new restroom, playground equipment, sidewalks, and stairs at the Unicoi Hill park. Also discussed was trying to get some of the equipment installed and as much work as possible done without disrupting the tourist season. City Manager Jerry Elkins also stated that the Plaques of the Foundation of American Law & Government Display had been installed and wants to have the dedication at 9:30 a.m. before the next meeting on May 14, 2019.

DISCUSSION FOR CONSIDERATION OF CHANGES TO SEC. 34-256, OUTDOOR HOLIDAY LIGHTING; City Manager Jerry Elkins stated that the wording needs to be changed to include any commercial building that is visible from any Street, or right of way. Commissioner Lee Landress stated they be in working order, and should include a date. Mayor Cinnamon Spurlock suggested thru the last day of February. Commissioner Jeff Ash stated it should be the property owner/ landlord that is responsible to have the lighting on their buildings. City Attorney Carl Free stated he will work on the changes requested. Motion to have City Attorney make changes and present at the next Commission meeting for a first reading made by Commissioner Jeff Ash, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

**COMMISSION MEETING
APRIL 9, 2019
MINUTES OF MEETING
PAGE 3**

DISCUSSION FOR CONSIDERATION OF AN ORDINANCE RESTRICTING THE USE OF FIREWORKS; There was discussion of safety concerns and of what restrictions could be made because of the new laws. Motion to have City Attorney make changes to the current Ordinance and present at the next Commission meeting for a first reading 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 was discussed the upcoming car show on May 11th and plans for extra officers during the event.

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

Helen Wilkins stated there was talk of using the Wilkins property for the car show on May 10th thru 12th. Police Chief Brian Stephens stated he had not been informed of the event using the Wilkins property before now.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Report included as an integral part of the Minutes. Public Works Director Ross Hewell was present and gave a verbal report.

BUILDING AND ZONING MONTHLY REPORT; Report included as an integral part of the Minutes. Director Darrell Westmoreland was absent.

PURCHASES AND BIDS; None

ORDINANCES; None

RESOLUTIONS; None

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn at 11:50 a.m. made by Commissioner Jeff Ash, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

RESEPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN