

**CITY OF HELEN  
COMMISSION MEETING  
OCTOBER 13, 2020  
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 SEPTEMBER 8, 2020
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ADMINISTRATIVE OPERATIONS
  - A. UPDATE FROM FLETCHER HOLLIDAY ON CURRENT PROJECTS
  - B. DISCUSSION FOR REPAIR OF SEWER LINE AT THE CHEVRON STATION ON MAIN STREET
  - C. FINANCIAL REPORT
  - D. DISCUSSION OF OKTOBERFEST EVENTS
  - E. DISCUSSION OF HORSE CARRIAGE ROUTES
  - F. DISCUSSION OF COMMUNITY CHRISTMAS DINNER & EMPLOYEE CHRISTMAS DINNER
  - G. DISCUSSION OF CHRISTMAS LIGHTING OF VILLAGE
  - H. DISCUSSION OF COMPLAINTS CONCERNING LOUD MUSIC
8. HELEN/WHITE COUNTY CVB MONTHLY REPORT
9. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
10. POLICE DEPARTMENT OPERATIONS
11. FIRE DEPARTMENT OPERATIONS

12. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS

13. BUILDING AND ZONING OPERATIONS

14. PURCHASES AND BIDS

A. CONSIDERATION OF PURCHASE FOR POLICE VEHICLE

15. ORDINANCES

A. ORDINANCE 20-09-01; SECOND READING; 20-09-01 AN ORDINANCE TO AMEND CHAPTER 6 OF THE HELEN OFFICAL CODE TO ADD SECTION 6-32 REGARDING DELIVERY OF PACKAGE ALCOHOL BY LICENSEES HOLDING A PACKAGE LICENSE

16. RESOLUTIONS

A. RESOLUTION 20-10-01 OF THE CITY OF HELEN, GEORGIA, AUTHORIZING A COMPREHENSIVE ADJUSTMENT TO FISCAL YEAR 2020-2021 BUDGETARY APPROPRIATIONS

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

**THIS AGENDA WAS POSTED OCTOBER 9, 2020 @ 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  
OCTOBER 13, 2020  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday October 13, 2020 in the Commission Chambers at Helen City Hall with Mayor Steve Fowler calling the meeting to order at 10:00 a.m. Attending were Commissioner Jeff Ash, Commissioner Geneva Elwell, Mayor Steve Fowler, Commissioner Lee Landress, and Commissioner Fred Garmon.

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

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**APPROVAL OF AGENDA;** Motion to approve and amend by moving item 16 Resolution 20-10-01 to the Financial Report under Administrative made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

**APPROVAL OF MINUTES FROM SEPTEMBER 8, 2020;** Motion to approve made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

**PETITIONS AND COMMUNICATIONS FROM THE PUBLIC;** None

**ADMINISTRATIVE OPERATIONS;**

- A. **UPDATE FROM FLETCHER HOLLIDAY ON CURRENT PROJECTS;** Report included as an integral part of the Minutes. Fletcher Holliday gave a verbal report on all projects listed in the report. Discussion on type of Meters considered for replacement with City Manager Jerry Elkins stating that bidding out to different company's may be the best option for better pricing. Commissioner Lee Landress made a motion to look at an estimate for the radio read type meters, 2<sup>nd</sup> by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.
- B. **DISCUSSION FOR REPAIR OF SEWER LINE AT THE CHEVRON STATION ON MAIN STREET;** This item was discussed on the report given by EMI with motion to approve at a cost from Square Deal Enterprises estimated to run \$8,000 to \$19,500 made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.
- B. **RESOLUTION 20-10-01; RESOLUTION 20-10-01 OF THE CITY OF HELEN, GEORGIA, AUTHORIZING A COMPREHENSIVE ADJUSTMENT TO FISCAL YEAR 2020-2021 BUDGETARY APPROPRIATIONS**

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Mayor Steve Fowler read the Resolution. Motion to approve made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

FINANCIAL REPORT; Report included as an integral part of the Minutes. Finance Officer Mona Wood gave a verbal report. Motion to approve the report made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

DISCUSSION OF OKTOBERFEST EVENTS; Mayor Steve Fowler stated that Oktoberfest events had been going very well and that there may be things that should be done differently next year but this year had been a learning experience for all and is pleased so far, and looking forward to next year.

DISCUSSION OF HORSE CARRIAGE ROUTES; Craig Sowerby of Pegasus Carriages asked the Commission to consider an additional longer route that would turn Left on Chattahoochee, Right on Edelweiss, Right on Munich, left on River Street and back. Motion to approve route for all licensed carriages made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

DISCUSSION OF COMMUNITY CHRISTMAS DINNER & EMPLOYEE CHRISTMAS DINNER; Mayor Steve Fowler stated unfortunately there is no way to have the Community Dinner at City Hall this year with the current Covid 19 restrictions, also that there is still time to consider a different location and discuss at the next meeting plans for an employee Christmas dinner due also to Covid 19 restrictions.

DISCUSSION OF CHRISTMAS LIGHTING OF VILLAGE; Mayor Steve Fowler stated there are plans to move the Lighting of the Christmas tree to the Riverside Park due to the large number of people that usually attend to have more room for people to social distance. Mayor Jeff Ash stated they could coordinate with someone in town to also light downtown at the same time. There was also talk of allowing vendors possibly.

DISCUSSION OF COMPLAINTS CONCERNING LOUD MUSIC; Mayor Steve Fowler stated there had been several complaints by residents of loud music. Commissioner Jeff Ash made a motion to redraft the current noise ordinance and form a committee to review, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

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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. He also reminded the Commission of the Christmas parade on December 12<sup>th</sup>, and that the 2<sup>nd</sup> movie that had been filmed in Helen would air on Lifetime TV on November 20<sup>th</sup> at 6:00 p.m.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; No report. Director Renee Chacon was present and stated the Festhall is still closed to the public but that she had been working in the office.

POLICE DEPARTMENT OPERATIONS; Report included as an integral part of the Minutes. Police Chief Brian Stephens was present and gave a verbal report. He also stated that due to the Covid 19 restrictions the Halloween Carnival is being cancelled this year.

FIRE DEPARTMENT OPERATIONS; 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 OPERATIONS; Report included as an integral part of the Minutes. Public Works Assistant Director Jack Morgan was present and stated the department had been very busy getting ready to install the Christmas lights and decorations.

Commissioner Fred Garmon asked when Square Deal company would be paving the walkways in Pete's Park. City Manager Jerry Elkins stated that it should be the 3<sup>rd</sup> or 4<sup>th</sup> week in October that due to weather there had been delays and that while they are doing that paving to also go ahead and pave the spot on Chattahoochee Street that was dug out for water line repairs. He also stated he wants Public Works to dig out the 2 sink holes at the bottom of Alpenrosen and make necessary repairs and have Square Deal to repave the road to just above City Hall.

BUILDING AND ZONING OPERATIONS; Report included as an integral part of the Minutes. Building and Zoning Director Darrell Westmoreland was present and gave a verbal report. He stated that the paving that will be done at Pete's Park is ADA compliant.

**PURCHASES AND BIDS**

- A. CONSIDERATION OF PURCHASE FOR POLICE VEHICLE; Motion to approve made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

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ORDINANCE 20-09-01; SECOND READING; 20-09-01 AN ORDINANCE TO AMEND CHAPTER 6 OF THE HELEN OFFICAL CODE TO ADD SECTION 6-32 REGARDING DELIVERY OF PACKAGE ALCOHOL BY LICENSEES HOLDING A PACKAGE LICENSE; Motion to approve the second reading made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

RESOLUTIONS; RESOLUTION 20-10-01 OF THE CITY OF HELEN, GEORGIA, AUTHORIZING A COMPREHENSIVE ADJUSTMENT TO FISCAL YEAR 2020-2021 BUDGETARY APPROPRIATIONS; Item was moved to Administration under Financial report.

CITY COMMISSION COMMENTS; Commissioner Jeff Ash stated he is very proud of the City Employees and the job they do. Commissioner Lee Landress stated the businesses are having a better year than last year.

ADJOURNMENT; Motion to adjourn at 11:43 a.m. made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN

