

**CITY OF HELEN
COMMISSION MEETING
JUNE 3, 2014
10:00 A.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 20, 2014
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
 - A. REPRESENTATIVE FROM LORELEY TO INFORM CITY COMMISSION OF LANDSCAPING IMPROVEMENTS.
7. ADMINISTRATIVE OPERATIONS
 - A. FINANCIAL REPORT APRIL 2014
 - B. 2014/2015 BUDGET REVIEW
 - C. CONSIDERATION OF REQUEST FOR CURB CUT FOR SEIBERT PROPERTY IN THE ISLAND AREA.
8. POLICE DEPARTMENT OPERATIONS
9. FIRE DEPARTMENT OPERATIONS
10. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS
11. BUILDING AND ZONING OPERATIONS
12. PURCHASES AND BIDS
13. ORDINANCES
 - A. PUBLIC HEARING FOR ORDINANCE 14-06-01; AN ORDINANCE OF THE CITY OF HELEN GEORGIA, MAKING APPROPRIATIONS FOR THE 2014-2015 FISCAL YEAR.
 - B. ORDINANCE 14-06-01; AN ORDINANCE OF THE CITY OF HELEN GEORGIA, MAKING APPROPRIATIONS FOR THE 2014-2015 FISCAL YEAR.

14. RESOLUTIONS

15. CITY COMMISSION COMMENTS

16. ADJOURNMENT

THIS AGENDA WAS POSTED MAY 30, 2014 @ 10:30 A.M.

**CITY OF HELEN
COMMISSION MEETING
JUNE 3, 2014
10:00 A.M.
MINUTES OF MEETING**

The Helen City Commission met on Tuesday June 3, 2014 at 10:00 a.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 Helen Wilkins, Mayor Judy Holloway, Commissioner Dona K Burke, Commissioner Jeff Ash. Absent was Commissioner Fred Garmon. Also in attendance were City Manager Jerry Elkins, Finance Officer Debbie Gerchman, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Jim Couch, Fire Captain Lee Poteat, Public Works Director Ross Hewell, and Building & Zoning Director Larry Kruel.

Pledge of Allegiance to the Flag was given.

Approval of Agenda; Motion to approve as submitted made by Commissioner Helen Wilkins, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission present.

Approval of Minutes from May 20, 2014; Motion to approve as submitted made by Commissioner Dona K Burke, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

Petitions and Communications from the Public;

A. Jack Champagne representing Lorely Condo Association informed the Commission that a lot of the bushes and trees that were planted when Lorely was built have become overgrown, unsightly, and in need of being removed and replaced, and wanted to let the Commission know that they would get the required permits when removing trees that the Ordinance states requires a permit, that one tree over the size limit had been removed before a permit was acquired, but assured the Commission that no others would be.

Mayor Judy Holloway asked if anyone else from the Public wanted to speak. Tim Bramlet of Tim's Wooden Toys stood and stated that the Street Performers in the Downtown area were very obnoxious to people and thinks the issue should be addressed.

**CITY OF HELEN
COMMISSION MEETING
JUNE 3, 2014
MINUTES OF MEETING
PAGE 2**

City Attorney Carl Free stated that the issue had been discussed previously, that in public areas, freedom of speech is a person's right. Mayor Judy Holloway stated that possibly the area could be monitored more often by the Police Department. There was discussion on possible alternatives.

Cliff Steinkraus, representing the business owners association, informed the Commission of upcoming events, and their vision is to take care of the Visitors when they come to town.

Administrative Operations;

A. Financial Report from April 2014. Motion to approve the report made by Commissioner Dona K Burke, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

B. 2014/2015 Budget Review ; City Manager Jerry Elkins explained the proposed budget figures to the Commission and stated to the public that when the Water & Sewer rate study was done several years ago that an annual increase in rates was recommended to keep up to the rising cost of supply & demand, which would be around .40 cents increase on the average water bill portion per month. There was also discussion on the 2009 and 2014 SPLOST revenues, projects that are under way or expected to be started in the new fiscal year with Grants and SPLOST funds. City Manager Jerry Elkins informed the Commission that funds to hire 1 full time fire fighter were included in the proposed budget and could be hired after the budget is approved. Pat Turner owner of Chattahoochee Biker Gear stated she would like to see street lights installed on the side of the street that her shop is on going south on main street.

C. Consideration of Request for Curb Cut for Siebert property in the Island area; City Manager Jerry Elkins explained the need to access parking here and suggested cutting out the curb. Motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission present.

Police Department Operations; Police Chief Jim Couch stated he has hired a new full time employee, and anticipates being over budget on revenues from fines for the current year.

CITY OF HELEN
COMMISSION MEETING
JUNE 3, 2014
MINUTES OF MEETING
PAGE 3

Fire Department Operations; Fire Captain Lee Poteat stated the season is here and they have been busy with doing an average of 40 to 60 calls a month, and that most calls are medical related.

Public Works, Water and Waste Water Operations; Public Works Director Ross Hewell reminded the Commission he needs the patterns for the Scare Crows and Elves in order to have them ready for the season, and that their department had been very busy.

Building and Zoning Operations; Building & Zoning Director Larry Krueel stated he had been out in town and had met several Business and property owners, and had several new business inspected that have opened and the department is doing well. City Manager Jerry Elkins stated he and Larry had also looked at several signs and internally illuminated signs. There was discussion of internally illuminated ATM signs. Bill Adcock property owner asked if additional signs could be added to his building for Chattahoochee Biker gear. City Manager Jerry Elkins stated there are only 2 signs per business allowed. There was discussion on the Ordinance regarding Menu Boards and Shadow Boxes. City Attorney Carl Free stated there could be changes made to the Ordinance to allow menu boards at Restaurants only.

Purchases and Bids; None

Ordinances;

A. Public Hearing for Ordinance 14-06-01; An Ordinance of the City of Helen Georgia, making appropriations for the 2014-2015 Fiscal year; Motion to go into the Public Hearing at 11:38 a.m. made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission present. Mayor Judy Holloway asked if there were any questions or discussion, there were none. Motion to go out of the Public Hearing at 11:39 a.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission present.

B. Ordinance 14-06-01; An Ordinance of the City of Helen Georgia, making Appropriations for the 2014-2015 Fiscal Year; City Manager Jerry Elkins read Ordinance 14-06-01. Motion to approve the first reading of Ordinance 14-06-01 made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission present.

**CITY OF HELEN
COMMISSION MEETING
JUNE 3, 2014
MINUTES OF MEETING
PAGE 4**

Resolutions; None

City Commission Comments; Commissioner Jeff Ash he wanted to commend Debbie on the budget and on Larry for doing a good job on his first month.

Commissioner Dona K Burke stated that the buses traveling on Ridge Road were very dangerous because the road is not wide enough when meeting other vehicles and would like to have something done before someone gets hurt.

Adjournment; Motion to adjourn at 11:45 a.m. made by Commissioner Dona K Burke, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

Respectfully Prepared and Submitted by,

City Clerk Marilyn Chastain