

**CITY OF HELEN
COMMISSION MEETING
SEPTEMBER 19, 2017
3:00 P.M.
AGENDA**

1. CALL TO ORDER BY MAYOR HELEN WILKINS
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 5, 2017
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE
 - A. FINANCIAL REPORT
10. POLICE DEPARTMENT MONTHLY REPORT
11. FIRE DEPARTMENT MONTHLY REPORT
12. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
13. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT
14. PURCHASES AND BIDS
 - A. CONSIDERATION OF ACCEPTING BIDS TO RESURFACE EDELWEISS STRASSE
15. CITY COMMISSION COMMENTS
16. ADJOURNMENT

THIS AGENDA WAS POSTED SEPTEMBER 15, 2017 @ 11:30 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
SEPTEMBER 19, 2017
MINUTES OF MEETING**

The Helen City Commission met on Tuesday September 19, 2017 in the Commission Chambers at Helen City Hall with Mayor Helen Wilkins calling the meeting to order at 3:00 p.m.

Deputy Clerk Debbie Gerchman called the roll and the following were present: Commissioner Cinnamon Spurlock, Commissioner Fred Garmon, Mayor Helen Wilkins, and Commissioner Judy Holloway. Absent was Commissioner Jeff Ash.

Also attending were City Manager Jerry Elkins, Deputy Clerk Debbie Gerchman, Police Chief Brian Stephens, Fire Chief Jody Prickett, Public Works Director Ross Hewell, Building & Zoning Director Darrell Westmoreland, and City Attorney Carl Free.

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA: Motion to amend and approve with the addition of Item B under 9. Administration Approval of Contract Documents for the Construction of the Pedestrian Bridge, PI 0010684 SR17/SR75 @ Chattahoochee River in Helen, Contract ID number: E3OSA170215-0 made by Commissioner Judy Holloway, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

APPROVAL OF MINUTES FROM SEPTEMBER 5, 2017 COMMISSION MEETING: Motion to approve the minutes from September 5, 2017 made by Commissioner Judy Holloway, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission present.

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. He also gave the Commission a verbal summary of the CVB's preliminary Financial Report for the past Fiscal Year.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT: Director Renee Chacon was not present. No report given.

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ADMINISTRATIVE

A. FINANCIAL REPORT: Report included as an integral part of the Minutes. Finance Officer Debbie Gerchman gave a verbal report.

B. APPROVAL OF CONTRACT DOCUMENTS FOR THE CONSTRUCTION OF THE PEDESTRIAN BRIDGE, PI 0010684 SR17/SR 75 @ CHATTAHOOCHEE RIVER IN HELEN, CONTRACT ID NUMBER: E3OSA170215-0: Motion to approve made by Commissioner Fred Garmon, 2nd by Commissioner Judy Holloway. Motion approved by a unanimous vote of the Commission present.

POLICE DEPARTMENT MONTHLY REPORT: Report included as an integral part of the Minutes. Police Chief Brian Stephens gave a verbal report.

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

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

BUILDING AND ZONING DEPARTMENT MONTHLY REPORT: Report included as an integral part of the Minutes. Director Darrell Westmoreland gave a verbal report and gave the Commission updates on the Marriott Hotel Hotel and the bungalows at Valhalla Resort.

PURCHASES AND BIDS; None

A. CONSIDERATION OF ACCEPTING BIDS TO RESURFACE EDELWEISS STRASSE: City Manager Jerry Elkins presented proposals from Square Deal Enterprises, Inc. for repairs and resurfacing a section of Edelweiss Strasse. The first proposal included a lot of deep patch and overlay for the amount of \$104,087. The second proposal was to mill the existing asphalt, deep patch, and overlay for the amount of \$88,177. The Commission approved the second proposal with monies received from the LMIG (Local Maintenance Improvement Grant) paying \$21,397.45 and the City paying \$66,779.45. Motion to approve made by Commissioner Fred Garmon, 2nd made by Commissioner Cinnamon Spurlock. Motion approved by a unanimous vote of the Commission

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CITY COMMISSION COMMENTS: None

ADJOURNMENT: Motion to adjourn at 3:52 p.m. made by Commissioner Fred Garmon, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission present.

RESPECTFULLY PREPARED BY DEPUTY CLERK DEBBIE GERCHMAN