

**CITY OF HELEN  
COMMISSION MEETING  
JULY 15, 2014  
3:00 P.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 JULY 1, 2014
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. ADMINISTRATIVE
  - A. FINANCIAL REPORT
  - B. DISCUSSION OF SIDEWALKS ON ESCOWEE, HAMBY, EDELWEISS, AND TANNEN WEG
9. POLICE DEPARTMENT MONTHLY REPORT
10. FIRE DEPARTMENT MONTHLY REPORT
11. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
12. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT
13. PURCHASES AND BIDS
14. ORDINANCES
  - A. SECOND READING OF ORDINANCE 14-07-01; AN ORDINANCE OF THE CITY OF HELEN GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY AMENDING CHAPTER 34, LAND DEVELOPMENT CODE, ARTICLE VII SIGNS; DIVISION 3, STANDARDS AND REQUIREMENTS; SECTION 34-1118; STANDARDS AND REQUIREMENTS FOR SHADOW BOX SIGNS

15. RESOLUTIONS

A. RESOLUTION 14-07-01, A RESOLUTION OF THE CITY OF HELEN TO DESIGNATE THE STREET DANCE IN THE MARKET PLATZ ON SEPTEMBER 10, 2014 AS A SPECIAL CITY EVENT.

16. CLOSED SESSION FOR PROPERTY ACQUISITION

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

**THIS AGENDA WAS POSTED JULY 11, 2014 @ 11:00 A.M.**

**CITY OF HELEN  
COMMISSION MEETING  
JULY 15, 2014  
3:00 P.M.  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday July 15, 2014 at 3:00 p.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 Fred Garmon, Commissioner Helen Wilkins, Mayor Judy Holloway, Commissioner Dona K Burke, Commissioner Jeff Ash.

Also in attendance were City Manager Jerry Elkins, Finance Officer Debbie Gerchman, City Attorney Carl Free, City Clerk Marilyn Chastain, Fire Captain Lee Poteat, Public Works Director Ross Hewell, Building & Zoning Director Larry Krul.

Absent from the meeting was Police Chief Jim Couch.

Pledge of Allegiance to the Flag was given.

Approval of Agenda; Motion to add under Administration as item C for discussion Speed Bumps on Escowee & Unicoi Streets, and as item D, discussion of cell tower, and to approve the amended Agenda made by Commissioner Dona K Burke, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Approval of Minutes from July 1, 2014; Motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public; None

Alpine Helen/White County CVB Monthly Report; Director Jerry Brown was present and discussed the monthly report which is included as an integral part of the Minutes. He also presented to the Commission for review, copies of current Advertisements from several magazines.

Helen Chamber of Commerce monthly report; Director Renee Chacon was present and discussed the monthly report which is included as an integral part of the Minutes. She also discussed the progress of remodeling being done at the Fest Hall, and upcoming events that are scheduled.

Administrative;

A. Monthly Financial Report; Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

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B. Discussion of sidewalks on Escowee, Hamby, Edelweiss, and Tannen Weg; City Manager Jerry Elkins stated the sidewalk installation on Tannen Weg to Edelweiss could move forward now that the property owner Otto Siebert had signed the necessary papers, he also stated there should be discussion concerning installing a sidewalk on Hamby street or not, and discussion of the property owner of the old Orbit building moving the Fence off of the City property on Escowee & Hamby Streets so the City can continue with plans for the installation. Commissioner Helen Wilkins stated she did not feel that a sidewalk was needed on Hamby Street at this time. Mayor Judy Holloway stated that this is a busy time of year for the property owners and does not think they should be asked to move the fence until their business slows back down. After much more discussion, Commissioner Jeff Ash made the Motion to give the property owner of the old Orbit building 30 days to move their fence off of the City owned property to allow the City to move forward with the sidewalk at that location, 2nd by Commissioner Dona K Burke. Motion approved with a majority vote of the Commission with Mayor Judy Holloway voting no.

City Manager Jerry Elkins stated the Executive Session could be cancelled if the Commission wanted to go ahead and vote on proceeding with the Condemnation process on the Vandergriff property in the Island area since one of the owners Deborah Shaw had not responded to any calls or letters concerning the property. Motion to cancel the Executive Session, and proceed with the Condemnation process of the Vandergriff property, made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

City Attorney Carl Free recommended giving Ms. Shaw 30 days after the Appraisal is sent to her to either sign the agreement if she agrees with the price, or at that point if she still does not respond, to proceed with the Condemnation process.

C. Discussion of installing speed bumps on Escowee and Unicoi Streets; Commissioner Fred Garmon stated he had been approached by residents from both streets about the need for speed bumps to help slow traffic down for safety concerns. There was discussion of the need, and where the speed bumps should be placed with input from Public Works Director Ross Hewell. Motion to approve installing speed bumps on Escowee & Unicoi Streets made by Commissioner Fred Garmon, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

D. Discussion of Cell Tower; City Manager Jerry Elkins informed the Commission he had received a call from a representative of ATT stating they want to put off building the cell tower until 2016 because of the cost associated with acquiring other carriers. The discussion ended with the Commission wanting the City Manager, or City Attorney to

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send a letter to ATT requesting the Cell Tower be constructed as originally planned because of the need for the public to have cell phone service during peak times.

Police Department Monthly Report; Report included as an integral part of the Minutes. Police Chief Jim Couch was not present at the meeting.

Fire Department Monthly Report; Report included as an integral part of the Minutes. Captain Lee Poteat was present and stated the Department had received more medical calls than fire calls, which is the usual average.

Public Works, Water and Waste Water Monthly Report; Report included as an integral part of the Minutes. Public Works Director Ross Hewell stated the Department had been very busy during the 4th of July Holidays. He stated that they had collected 3 1/2 dump truck loads of trash during the clean-up after the fire-works, and that the trash Company had brought in 12 extra trash cans to help. Mayor Judy Holloway stated they had done a great job in cleaning up after the fire-works.

Building and Zoning Department Monthly Report; Report included as an integral part of the Minutes. Director Larry Krul was present for the meeting and stated that other than what is in his report his department had been relatively quite, and that he had been studying for his next exam.

Purchases and Bids; None

Ordinances; Second reading of Ordinance 14-07-01; An Ordinance of the City of Helen, Georgia, to Amend the Official Code of the City of Helen, Georgia, by Amending Chapter 34, Land Development Code, Article VII Signs; Division 3, Standards and Requirements; Section 34-1118; Standards and Requirements for Shadow Box Signs. City Manager Jerry Elkins stated there had been a change in the Ordinance since the first reading, being that menu boxes are for restaurants that prepare food on site, and the size requirements being up to 24" x 24" maximum. Motion to approve the Second Reading of Ordinance 14-07-01 made by Commissioner Fred Garmon, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Resolutions;

A. Resolution 14-07-01, a Resolution of the City of Helen, Georgia to Designate the Street Dance in the Market Platz on September 10, 2014 as a Special City Event. Motion to approve Resolution 14-07-01 made by Commissioner Helen Wilkins, 2nd by

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Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Closed Session for Property Acquisition; Cancelled

City Commission Comments; None

Adjournment; Motion to adjourn at 4:35 p.m. made by Mayor Judy Holloway, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED AND SUBMITTED BY CITY CLERK MARILYN CHASTAIN