

**CITY OF HELEN
COMMISSION MEETING
SEPTEMBER 1, 2015
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR DONA K BURKE
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM AUGUST 18, 2015
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ADMINISTRATIVE OPERATIONS
 - A. PERSONNEL
 - B. HEMC EASEMENT AGREEMENT
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; 15-08-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY THE REPEAL OF THE CURRENT CHAPTER 68; TAXICABS FOR HIRE; AND ITS REPLACEMENT WITH A NEW CHAPTER 68; MOTOR VEHICLES FOR HIRE; IN ORDER TO REFLECT IN THE HELEN MUNICIPAL CODE THOSE CHANGES IN STATE LAW IMPLEMENTED BY THE GEORGIA LEGISLATURE
14. RESOLUTIONS
15. EXECUTIVE SESSION TO DISCUSS PERSONNEL
16. CITY COMMISSION COMMENTS

17. ADJOURNMENT

THIS AGENDA WAS POSTED AUGUST 28, 2015 AT 11:00 A.M.

**CITY OF HELEN
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MINUTES OF MEETING**

The Helen City Commission met on Tuesday September 1, 2015 in the Commission Chambers at Helen City Hall with Mayor Dona K Burke calling the meeting to order at 10:00 a.m.

City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Fred Garmon, Commissioner Helen Wilkins, Mayor Dona K Burke.

Absent were; Commissioner Judy Holloway, Commissioner Jeff Ash.

Also attending were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, OIC Captain Brian Stephens, Building & Zoning Director Larry Krul, and Public Works Director Ross Hewell.

Pledge of Allegiance to the Flag was given.

Approval of Agenda; ; Motion to Amend the Agenda by Adding as item 7-B Consideration for approval for renewal of Contract with Helen Arts & Heritage Center, removing Ordinance 15-08-01, Change item 15 to read Executive Session for Personnel and Litigation made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with unanimous vote of the Commission present.

Approval of Minutes from August 18 2015; Motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

Petitions and Communications from the Public; Business owner Tim Golding addressed the commission about the condition of the sidewalk leading to his business on the end of town stating that it had not been repaired since the water line break a while back and of the culvert that is in need of repair. Public works Director Ross Hewell confirmed that the sidewalk has not been repaired and he will look at what would need to be done, and that he will also talk with DOT about the culvert.

Resident Phylis Hahn stated she moved into her Carrie Cox residence full time feeling secure about getting emergency help if needed because of her medical condition, and stated there is currently no police department and no fire department, and she feels unsafe. Commissioner Fred Garmon stated that he would like to assure her that the EMT's from White County have always been there, and the Fire Department is covered more now than in the past. Ms Hahn stated she had come to hear the other side of what was being said. City Manager Jerry Elkins stated that the White County Public Safety is providing immediate response, and that he was going thru applications to fill the positions at the Fire Department.

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Personnel; City Manager Jerry Elkins stated he would like to address the issue in reference to the Police Department stating that he had 28 applicants apply for the Police Chief position and that he has made his decision to hire someone with 30 years experience in management, investigations, that knows the citizens and business owners, that works well with others and would like to announce Brian Stephens as the new Police Chief. He then asked City Clerk Marilyn Chastain to administer the Oath of Office to Chief Brian Stephens. Commissioner Helen Wilkins stated she feels comfortable with the City Managers decision, as did Commissioner Fred Garmon and Mayor Dona K Burke.

Consideration for approval for renewal of Lease Contract with Helen Arts and Heritage Council. Copy of Lease agreement included as an integral part of the Minutes. City Manager Jerry Elkins reminded the Commission that this was the agreement made at a prior Commission meeting. Motion to approve made by Commissioner Fred Garmon, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission present.

HEMC Easement Agreement; Copy of Agreement included as an integral part of the Minutes. Motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

Police Department operations; Chief Brian Stephens informed the Commission that there had been incidents over the weekend and some arrest made, that the new vehicle is here and had come in under the previous budgeted amount even with the new camera system that has been ordered and is waiting for delivery to be installed.

Fire Department Operations; No report given.

Public Works Water and Waste Water Operations; Public Works Director Ross Hewell informed the Commission that the sidewalk on the north end was about 2 weeks out from being started, and that they had started installing the mulch in the walk along the River in the City Park. City Manager Jerry Elkins stated that EPD has been contacted and that concrete pads would not be allowed in the buffer zone near the river, but that post holes would need to be used instead for the swings and benches.

Building and Zoning Operations; Director Larry Krul stated he has a meeting scheduled with the Contractor for the wall at United Community Bank and hopes they will be able to start construction shortly, that the wall at Helen Cellar is done, and that the Holiday Inn Express is moving along with their construction.

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Commissioner Fred Garmon asked about the progress on the Motel on the hill. Director Larry Krul stated they had picked outside colors and were waiting for approval from the PDRB.

Purchases and Bids; None

Ordinances; 15-08-01 was removed from the Agenda.

Resolutions; None

Executive Session to Discuss Personnel and Litigation; Motion to go into Executive at 10:34 a.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

Regular Commission meeting resumed at 10:59 a.m.

Motion as a result of the Executive Session made by Commissioner Fred Garmon to give City Manager Jerry Elkins the authority to extend extra funding for the Fire Department as he sees fit for personnel, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission present.

City Commission Comments; Commissioner Helen Wilkins mentioned the Oktoberfest parade and also the free night for locals on September 10th.

Commissioner Fred Garmon congratulated the new Police Chief Brian Stephens on his appointment as did Mayor Dona K Burke and Commissioner Helen Wilkins.

Motion to adjourn at 11:02 a.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN