

**CITY OF HELEN
COMMISSION MEETING
NOVEMBER 17, 2015
3:00 P.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 NOVEMBER 2, 2015
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. DISCUSSION AND CONSIDERATION OF AMENDING THE PROPOSED LEASE CONTRACT WITH THE HELEN ARTS AND HERITAGE CENTER
 - B. DISCUSSION AND CONSIDERATION FOR STREET RESURFACING IN ORDER TO APPLY FOR A GDOT GRANT IN THE AMOUNT OF \$16,382.17, TO DECIDE STREET TO BE RESURFACED, FUNDING TO COVER THE CITY'S SHARE OF 30%, AND ADDITIONAL FUNDING TO EXTEND STREET RESURFACING
 - C. PRESENTATION FROM GARY HOPKINS OF STORM WATER SYSTEMS, INC. OF A LITTER TRAP FOR THE CHATTAHOOCHEE RIVER
 - D. DISCUSSION FOR APPROVAL OF PURCHASING NEW VEHICLE FOR THE POLICE DEPARTMENT
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, NONE

15. ORDINANCES

A. FIRST READING OF ORDINANCE 15-11-01, 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, ARTICLE III, ZONING, BY AMENDING SECTION 34-181 PLANNED UNIT DEVELOPMENT, (PUD).

16. RESOLUTIONS, NONE

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

THIS AGENDA WAS POSTED NOVEMBER 13, 2015 @ 12:30 P.M.

**CITY OF HELEN
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MINUTES OF MEETING**

The Helen City Commission met on Tuesday November 17, 2015 in the Commission Chambers at Helen City Hall with Mayor Dona K Burke calling the meeting to order at 3:00 p.m.

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

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

Pledge of Allegiance to the Flag was given.

Approval of Minutes from November 2, 2015; Motion to approve made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. 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 presented his report to the Commission and stated that USA Today had reported Helen as one of the top Ten Cabin Rental locations. He also gave the number of visitors to the Welcome Center for the month of October as 5500, and 88,000 visitors to the website.

Helen Chamber of Commerce monthly report; Director Renee Chacon presented her report to the Commission and stated that there had been several large groups of people from Germany visiting Helen during the Oktoberfest and that the number attending Oktoberfest and revenues are up from last year.

Administrative

A. DISCUSSION AND CONSIDERATION OF AMENDING THE PROPOSED LEASE CONTRACT WITH THE HELEN ARTS AND HERITAGE CENTER; There was discussion and clarification of the terms of the agreement. Motion to approve renewing the lease with the original terms to remain in place made by Commissioner Judy Holloway, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

B. DISCUSSION AND CONSIDERATION FOR STREET RESURFACING IN ORDER TO APPLY FOR A GDOT GRANT IN THE AMOUNT OF \$16,382.17, TO DECIDE STREET TO BE RESURFACED, FUNDING TO COVER THE CITY'S SHARE OF 30%, AND ADDITIONAL FUNDING TO EXTEND STREET RESURFACING; There was discussion of cost and locations.

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Motion to approve resurfacing Escowee Drive from intersection of Ridge Road toward Hamby Street with amount not to exceed \$35,000.00 made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

C. Presentation from Gary Hopkins of Storm Water Systems, Inc. of a Litter Trap for the Chattahoochee River; Gary Hopkins stated his company makes the litter traps. There was discussion of the previous trial trap that had been installed and how it was damaged by a large tree after a heavy rain. There was also discussion of the cost and of maintenance if another one was purchased or leased. Jimmy Harris of Unicoi Outfitters stated there is a large amount of trash in the river and thinks that the trap is only a band aid for the problem. Terry Sims of Cool River tubing stated the river is cleaner than it was. City Manager Jerry Elkins stated that possibly the Commission could go look at the one being installed near Flowery Branch. Commissioner Helen Wilkins stated that there seems to be a tremendous amount of Flip Flops lost in the river, and the Commission may want to consider banning flip flops when tubing. No Motions were made.

D.DISCUSSION FOR APPROVAL OF PURCHASING NEW VEHICLE FOR THE POLICE DEPARTMENT. City Manager Jerry Elkins stated this purchase is to replace the vehicle that was wrecked and was to be purchased in the 2015/ 2016 budget. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Police Department Monthly Report; Chief Brian Stephens presented his report and thanked the Commission for their approval of the new vehicle. He also stated the Department had no major problems to report.

Fire Department Monthly Report. Chief Jody Prickett presented his report to the Commission. City Manager Jerry Elkins stated he had been to a City/County Managers meeting earlier and stated that some counties and cities have trouble getting along, but had told at his meeting the help that White County had given the City of Helen during the time before a new chief was hired and how appreciated this help was.

Public Works, Water and Waste Water Monthly Report. Director Ross Hewell presented his report and stated most of the Christmas Lights and decorations had been installed and that Oktoberfest had kept them busy with the extra cleaning required.

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Building and Zoning Department Monthly Report. Director Larry Krul presented his report and also thanked the Commission for the new Building/Zoning truck.

He stated that issuing permits had slowed down, that the steel for the new Motel is almost completed, that a lot of painting was being done thru out the town and people were sprucing up their buildings and property which is a good sign, also that the drywall is being installed at the Motel on the hill and moving along.

Purchases and Bids; None

Ordinances;

A. FIRST READING OF ORDINANCE 15-11-01, 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, ARTICLE III, ZONING, BY AMENDING SECTION 34-181 PLANNED UNIT DEVELOPMENT, (PUD). Mayor Dona K Burke read the Ordinance. Motion to approve the first reading made by Commissioner Helen Wilkins, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

Resolutions; None

City Commission Comments; Commissioner Helen Wilkins thanked Mayor Dona K Burke for the hard work she had done decorating the City for Christmas.

Adjournment; Motion to adjourn at 4:18 p.m. made by Commissioner Judy Holloway, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN