

**CITY OF HELEN
COMMISSION MEETING
JANUARY 2, 2018
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY CITY CLERK MARILYN CHASTAIN
2. OATH OF OFFICE TO NEW COMMISSIONERS; GENEVA ELWELL, STEVE FOWLER, LEE LANDRESS
3. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
4. NOMINATION AND VOTE FOR MAYOR
5. NOMINATION AND VOTE FOR MAYOR PRO TEMPORE
6. PLEDGE OF ALLEGIANCE TO THE FLAG
7. APPROVAL OF AGENDA
8. APPROVAL OF MINUTES FROM DECEMBER 19, 2017
9. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
10. ADMINISTRATIVE OPERATIONS
 - A. CITY MANAGER UPDATES OF CITY PROJECTS AND FINANCE
11. POLICE DEPARTMENT OPERATIONS
12. FIRE DEPARTMENT OPERATIONS
13. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS
14. BUILDING AND ZONING OPERATIONS
15. NO PURCHASES AND BIDS
16. NO ORDINANCES
17. NO RESOLUTIONS
18. CITY COMMISSION COMMENTS
19. ADJOURNMENT

**THIS AGENDA WAS POSTED DECEMBER 28, 2017 @ 11:00 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
JANUARY 2, 2018
MINUTES OF MEETING**

The Helen City Commission met on Tuesday November 7, 2017 in the Commission Chambers at Helen City Hall with City Clerk Marilyn Chastain calling the meeting to order at 10:00 a.m.

OATH OF OFFICE TO NEW COMMISSIONERS; GENEVA ELWELL, STEVE FOWLER, LEE LANDRESS; City Clerk Marilyn Chastain administered the oath of office to each new Commissioner.

ROLL CALL BY CITY CLERK MARILYN CHASTAIN; Present were Commissioners Steve Fowler, Geneva Elwell, Cinnamon Spurlock, and Lee Landress. Absent was Commissioner Jeff Ash.

NOMINATION AND VOTE FOR MAYOR; Motion to nominate Commissioner Jeff Ash as Mayor for 2018 made by Commissioner Cinnamon Spurlock, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission present.

NOMINATION AND VOTE FOR MAYOR PRO TEMPORE; Motion to nominate Commissioner Cinnamon Spurlock as Mayor Pro Tempore for 2018 made by Commissioner Lee Landress, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

Oath of Office was given to Mayor Pro Tempore Cinnamon Spurlock by City Clerk Marilyn Chastain. The meeting was then turned over to Mayor Pro Tempore Cinnamon Spurlock.

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA; Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission present.

APPROVAL OF MINUTES FROM DECEMBER 19, 2017; Mayor Pro Tempore Cinnamon Spurlock asked to wait for approval of these Minutes until the next Commission meeting when Mayor Jeff Ash will be present in order for there to be a quorum vote of the members that were in attendance at the December 19, 2017 meeting.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; None

**CITY OF HELEN
COMMISSION MEETING
JANUARY 2, 2018
MINUTES OF MEETING
PAGE 2**

ADMINISTRATIVE OPERATIONS

A. CITY MANAGER UPDATES OF CITY PROJECTS AND FINANCE; City Manager Jerry Elkins updated the Commission on current City projects that included sidewalks linking the new Helen to Hardman Trail and paving of the roadway to the parking area with a contribution from White County to help with funding for paving of the road, replacement that is in progress for the new pedestrian bridge, construction that is in progress of the new Helen Veterans Park, and replacement of water lines in the south end of the City which totals over 1.4 million dollars in current projects. He also stated that the finances of the city look good with the major account balances of the City to total over 5.6 million dollars.

POLICE DEPARTMENT OPERATIONS; Police Chief Brian Stephens stated there had been a total of 104 children and 26 or 27 elderly helped at Christmas and was glad it was over but also thankful that it was such a success.

FIRE DEPARTMENT OPERATIONS; Fire Chief Jody Pricket stated that the new fire truck is now in commission and is now station 31 and the old engine is now 32 and all is going well in the department.

PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS; Public Works Director Ross Hewell welcomed the new Commissioners and he is available if needed, that they would be taking down the Christmas decorations soon and would need to know how they are to be stored. He also wanted the Commission to keep in mind that if there are to be new decorations purchased for next year to allow for them in the new budget.

BUILDING AND ZONING OPERATIONS; Building and Zoning Director Darrell Westmoreland stated that things are going smoothly and the new Hotel is coming along.

PURCHASES AND BIDS; None

ORDINANCES; None

RESOLUTIONS; None

CITY COMMISSION COMMENTS; Commissioner Geneva Elwell stated she will appreciate guidance and direction from the others serving the City and is thankful to have been elected. Commissioner Steve Fowler thankful for opportunity to serve the community and glad to see the City in a good financial position.

**CITY OF HELEN
COMMISSION MEETING
JANUARY 2, 2018
MINUTES OF MEETING
PAGE 3**

Commissioner Lee Landress stated it is nice to walk in where things are running smoothly and hopes to get a lot done in the next 4 years. Commissioner Cinnamon Spurlock stated she thanks all those for being here and looks forward to another great year.

City Manager Jerry Elkins stated other projects included landscaping and fencing for the Helen to Hardman farm, he thanked White County Commissioner's Terry Goodger and Craig Bryant that were present for the county's contribution for paving of the new road that will be named Kollock Strasse. Former Mayor Helen Wilkins was present and stated that she had talked with Nancy Kollock and that she is thrilled that Helen is honoring John by naming a street after him.

ADJOURNMENT; Motion to adjourn at 10:27 a.m. made by Commissioner Lee Landress, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission present.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN