

**CITY OF HELEN
COMMISSION MEETING
FEBRUARY 18, 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 FEBRUARY 4, 2014
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. FIRE DEPARTMENT MONTHLY REPORT
9. POLICE DEPARTMENT MONTHLY REPORT
10. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
11. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT
 - A. VARIANCE REQUEST FROM LINDSEY HOLT FOR HELEN JEEP FEST “ALPINE MOUNTAIN CRAWL
 - B. APPOINTMENT OF APPEALS BOARD MEMBERS
12. PURCHASES AND BIDS
13. ORDINANCES
 - A. SECOND READING OF ORDINANCE 14-01-01; 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; SPECIFICALLY, THOSE SECTIONS PERTAINING TO INTERNALLY ILLUMINATED SIGNAGE.

B. SECOND READING OF ORDINANCE 14-02-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY AMENDING CHAPTER 6, ALCOHOLIC BEVERAGES; ARTICLE III, MALT BEVERAGES; DIVISION 2, LICENSING OF BREWERS AND DEALERS; BY THE ADDITION OF CODE SECTION 6-71; WITH THE INTENT OS SAID ADDITIONAL CODE SECTION BEING TO PERMIT THE SALE OF; AND TO DEFINE THE REQUIREMENTS FOR ; THE SALE OF GROWLERS BY LICENSED MALT BEVERAGE DEALERS WITHIN THE CITY.

C. FIRST READING OF ORDINANCE 14-02-02; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY AMENDING CHAPTER 6 ALCOHOLIC BEVERAGES; ARTICLE I, IN GENERAL; BY THE AMENDMENT OF CODE SECTION 6-2, AS SAID CODE SECTION APPLIES TO SIGNAGE; WITH THE INTENT OF SAID AMENDMENT BEING TO MIRROR THOSE CHANGES TO THE SIGN ORDINANCE ENACTED IN OTHER SECTIONS OF THE HELEN MUNICIPAL CODE.

14. RESOLUTIONS

15. EXECUTIVE SESSION FOR PERSONNEL

16. CITY COMMISSION COMMENTS

17. ADJOURNMENT

THIS AGENDA WAS POSTED FEBRUARY 14, 2014 @ 3:30 P.M.

**CITY OF HELEN
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FEBRUARY 18, 2014
3:00 P.M.
MINUTES OF MEETING**

The Helen City Commission met on Tuesday February 18, 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 present were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Jim Couch, Fire Captain Lee Poteat, Public Works Director Ross Hewell, Public Works Director Patrick Couch.

Pledge of Allegiance to the Flag was given.

City Manager Jerry Elkins asked the Commission to amend the Agenda to add as item #14 replacing Resolutions since there are no new Resolutions, Discussion of Phase 2 of the Island area project. Motion to add as item 14 Discussion of Phase 2 of the Island area project and approval of the Agenda made by Commissioner Dona K Burke, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Motion to approve the Minutes from the February 4, 2014 Commission meeting made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public; None

Alpine Helen/White county CVB Monthly report; None

Helen Chamber of Commerce Monthly report; Verbally given by Director Renee Chacon. She stated that the Fasching event went very well and is looking forward to the upcoming Trout Contest.

City Manager Jerry Elkins reminded the Commission of the Arbor Day tree planting at Alana Falls on Friday at 10:00 a.m.

Administrative:

A. Financial Report; No written report due to snow.

Fire Department monthly report; Verbally given by Fire Captain Lee Poteat stated that they had a mostly un-eventful month even with the snow but that they did have some problems on the roads in Innsbruck.

Mayor Judy Holloway said congratulations on the ISO rating of another class 4.

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Police Department monthly report; Report included as an integral part of the minutes. Police Chief Jim Couch also reported that they were trying some personnel changes within the Department. He also stated he wanted to commend the Public Works Department on keeping the roads in good shape during the snow, and wants to thank the Hotel's for giving them rooms to stay in at no cost during the snow. He reported that the new Interact Report system is being installed and looks forward to the officers being able to get reports done faster and more efficiently, that the renovations are going well and again thank you to the Public works department for their help in getting it done.

Public Works, Water and Waste Water monthly report; Verbally given by Director Ross Hewell. He reported that Phase 1 of the Island area project is moving ahead, and the department had been very busy during the snow trying to keep the roads cleared. Mayor Judy Holloway stated they had done a good job.

Building and Zoning Department monthly report; Written report included as an integral part of the Minutes.

A. Variance request from Lindsey Holt for Helen Jeep Fest "Alpine Mountain Crawl". Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

B. Appointment of Appeals Board Members; There was discussion of who may be nominated to the Board, City Manager Jerry Elkins stated that it needed to be someone with some build code knowledge. Helen Wilkins suggested Darlene Broadway. Commissioner Jeff Ash made a motion to appoint Darlene Broadway to the Appeals Board and Tim Golding and Scott Cain as Alternates, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission. City Attorney Carl Free then discovered and informed the Commission that the Board members do have to be residents of the City. Item to be added to the next Agenda.

Purchases and Bids; None

Ordinances;

A. Second reading of Ordinance 14-01-01; 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; SPECIFICALLY, THOSE SECTIONS PERTAINING TO INTERNALLY ILLUMINATED SIGNAGE.

Motion to approve the second reading and adopt Ordinance 14-01-01 made by Commissioner Helen Wilkins, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

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B. Second reading of Ordinance 14-02-02; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY AMENDING CHAPTER 6, ALCOHOLIC BEVERAGES; ARTICLE III, MALT BEVERAGES; DIVISION 2, LICENSING OF BREWERS AND DEALERS; BY THE ADDITION OF CODE SECTION 6-71; WITH THE INTENT OF SAID ADDITIONAL CODE SECTION BEING TO PERMIT THE SALE OF; AND TO DEFINE THE REQUIREMENTS FOR; THE SALE OF GROWLERS BY LICENSED MALT BEVERAGE DEALERS WITHIN THE CITY.

Motion to approve the second reading and adopt Ordinance 14-02-02 made by Commissioner Dona K Burke, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

C. First reading of Ordinance 14-02-02; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY AMENDING CHAPTER 6 ALCOHOLIC BEVERAGES; ARTICLE 1, IN GENERAL; BY THE AMENDMENT OF CODE SECTION 6-2, AS SAID CODE SECTION APPLIES TO SIGNAGE; WITH THE INTENT OF SAID AMENDMENT BEING TO MIRROR THOSE CHANGES TO THE SIGN ORDINANCE ENACTED IN OTHER SECTIONS OF THE HELEN MUNICIPAL CODE. Motion to approve the first reading made by Commissioner Helen Wilkins, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Resolutions; It was Amended in the Agenda to replace this item with; Discussion of Phase 2 of the Island area project; City Manager Jerry Elkins presented the Plans for Phase 2 of the Island area to the Commission. After much discussion, Commissioner Dona K Burke made a motion to move forward on Phase 2, and to allow City Manager Jerry Elkins the authority to make necessary decisions in getting the work completed, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

City Manager Jerry Elkins stated that the City should pay for the Curb & Gutter, and the portion of paving that needs to be done in exchange for use of the easement on Lee Landres property.

Mayor Judy Holloway asked if anyone from the Public had something they wanted to discuss or if they were there just to observe the meeting. Don Stegall stood and said he was there to discuss and ask questions about the Sign Ordinance. Mayor Judy Holloway replied that item had already been approved. Don Stegall stated that he did not hear the motions on the second reading, but would like to get clarification on what is allowed by the new Ordinance. City Manager Jerry Elkins stated that one internally illuminated open/closed sign, and one other internally illuminated sign would be allowed, but that the City would be reasonable as to signs that were inside a business as long as they were not intentionally hung to bring attention from the outside ,with visibility depending on if it were in the walking district, or driving district. City Attorney Carl Free stated the language in the Ordinance means reasonable.

Cinnamon Sparlock of Cimmi's Café stated that due to the small size of her shop even the lights on the drink machine could be seen from outside and questioned if this would be a problem. City

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Manager Jerry Elkins stated this would be a good example of being reasonable according to the new Ordinance.

Cliff Steinhaus stood and spoke stating he has lived in Helen almost 1 year and has heard numerous times that there needs to be things for Kids to do in town and thinks the City should promote this. Commissioner Dona K Burke stated to clarify the City's position, that the City is a Government and is there to provide the infrastructure such as to provide water, sewer, street maintenance, public restrooms, City services, also that the Hotel Motel taxes collected are paid to the CVB and they are the one responsible for advertising and promoting the City. Commissioner Jeff Ash stated that the City is mandated by the State to collect and pay the CVB for this service, that the CVB is an independent Board and are responsible as to how the funds paid to them by the Hotel Motel tax is spent, just like the Chamber of Commerce is an independent Board . Commissioner Helen Wilkins stated that all of the Commission members are either Business owners or property owners and understands that winter time in Helen is a slow time for tourist especially with children in school and not as many people traveling. Mayor Judy Holloway stated she has had her business open on days where she was the only shop open on Main Street, and that if others were open during the slow season it may help with people wanting to come to town, but it is also up to the Business owner to be open so people will be able to come into their shops. Commissioner Fred Garmon stated the Commission is trying to help get people in to town by approving the Jeep event and other Special events. Lisa Long stated they had tried to do things in the Orbit building to attract business but that the City had denied them. City Manager Jerry Elkins stated that the inside of their building was all approved by the City as they requested. Mike Ghanes stated he agrees with kids not having stuff to do in town and made reference to other towns he has operated businesses in as to how they advertise to bring in tourist in by offering specials at Restaurants and Motels. Shawn Gailey owner of Jimmy's Hot Dogs asked that since his business faced two City Streets, if he could have two open signs. City Manager Jerry Elkins suggested he apply for a variance with that request. Michael Verderose new owner of Hot & Sweet asked why Hotels have illuminated signs stating vacancy and other business are allowed only 2 illuminated signs. City Attorney Carl Free stated the Hotels vacancy signs were permitted in the original City Code to be allowed, and the new Ordinance was changed to allow the open signs. Mayor Judy Holloway stated that other than the Hotels being allowed to have a vacancy or no vacancy sign that no other illuminated sign had been permitted by the City, but had just started popping up without a permit. Cindy Bailey the new White County Chamber of Commerce Director spoke about advertising that they do and of the challenge of getting people to town and the businesses being closed during the slow season, but for anyone to feel free to call and discuss their concerns with her. Linda McCallister stated she had been in business 8 years in town and discovered that by going to meetings of the 3 different entities the CVB, City Commission, and Chamber of Commerce she has learned what each Board does, and suggested others to go to these meetings as well, she also verified by asking if the time for these discussions was supposed be during the Petitions and Communications from the Public, Mayor Judy Holloway replied that is correct.

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Motion to go into Executive Session for Personnel at 4:30 p.m. made by Mayor Judy Holloway, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Motion to resume the regular Commission meeting at 4:45 p.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

No Action taken as a result of the Executive Session.

City Commission comments; Commissioner Dona K Burke asked if Ber Weg could become a City Street by each of the property owners signing a petition wanting it turned over to the City. City Attorney Carl Free stated that the Right of Ways would need to be deeded to the City. Commissioner Jeff Ash stated he wanted to Thank each employee that worked during the snow for doing and excellent job.

Motion to adjourn at 4:50 p.m. made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY SUBMITTED,

CITY CLERK MARILYN CHASTAIN