

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

1. CALL TO ORDER BY MAYOR JEFF ASH
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM JUNE 12, 2018  
APPROVAL OF MINUTES FROM JUNE 26, 2018
6. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
7. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
8. ADMINISTRATIVE OPERATIONS
  - A. DISCUSSION OF TRANSFER AND ASSIGNMENT AGREEMENT FOR GARBAGE SERVICES WITH FC SANITATION
  - B. DISCUSSION AND CONSIDERATION OF ALLOWING WALKER PIERCE & TUCK TO CONDUCT THE ANNUAL AUDIT FOR THE CITY OF HELEN
  - C. FINANCIAL REPORT FOR JUNE 2018
  - D. DISCUSSION OF DATE FOR PUBLIC HEARING TO SET THE MILLAGE RATE
  - E. UPDATE FROM CITY MANAGER JERRY ELKINS ON CITY PROJECTS
9. POLICE DEPARTMENT OPERATIONS
10. FIRE DEPARTMENT OPERATIONS
11. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS
12. BUILDING AND ZONING OPERATIONS

13. PURCHASES AND BIDS

A. DISCUSSION AND CONSIDERATION OF ARC SOUTHSIDE WATER SYSTEM IMPROVEMENTS PROJECT. ONE BID RECEIVED FROM SQUARE DEAL ENTERPRISES OF \$414,674.00. FLETCHER HOLIDAY WITH EMI TO EXPLAIN PROJECT

14. ORDINANCES; 18-6-02; SECOND READING OF ORDINANCE 18-6-02: AN ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY THE AMENDMENT OF CHAPTER SIXTY-TWO OF THE HELEN MUNICIPAL CODE: TAXATION; BY AN AMENDMENT TO ARTICLE III, HOTEL-MOTEL EXICSE TAX; SECTION 62-51 LEVY

15. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC

16. RESOLUTIONS

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

**THIS AGENDA WAS POSTED JULY 6, 2018 @ 11:30 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  
JULY 10, 2018  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday July 10, 2018 in the Commission Chambers at Helen City Hall with Mayor Jeff Ash calling the meeting to order at 10:00 a.m.

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

Also attending were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Finance Officer Debbie Gerchman, Police Chief Brian Stephens, Fire Chief Jody Prickett, and Public Works Director Ross Hewell. Absent was Building & Zoning Director Darrell Westmoreland.

**PLEDGE OF ALLEGIANCE TO THE FLAG**

APPROVAL OF AGENDA; Motion to approve made by Commissioner Cinnamon Spurlock, 2nd by Commissioner Geneva Elwell. Motion approve with a unanimous vote of the Commission.

APPROVAL OF MINUTES FROM JUNE 12, 2018; Motion to approve made by Commissioner Lee Landress, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

APPROVAL OF MINUTES FROM JUNE 26, 2018; Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Lee Landress. Motion to approve with a majority vote of the Commission. Commissioner Cinnamon Spurlock abstained because of not being present at the meeting.

ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT; Report included as an integral part of the Minutes. Director Jerry Brown was present a gave a verbal report.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; Report included as an integral part of the Minutes.

**ADMINISTRATIVE OPERATIONS**

A. DISCUSSION OF TRANSFER AND ASSIGNMENT AGREEMENT FOR GARBAGE SERVICES WITH FC SANITATION; Jacob Lancaster from FC Sanitation was present to discuss contract. Motion to keep the Original Contract and Assign from Waste Away to FC Sanitation under the Original terms as in the original Contract and not to pre pay for services made by Commissioner Cinnamon Spurlock, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

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B. DISCUSSION AND CONSIDERATION OF ALLOWING WALKER, PIERCE & TUCK TO CONDUCT THE ANNUAL AUDIT FOR THE CITY OF HELEN; Motion to approve made by Commissioner Lee Landress, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

C. FINANCIAL REPORT FOR JUNE 2018; City Manager Jerry Elkins stated that the report includes year-end totals and that for the prior year Revenues were up and expenses were down Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

D. DISCUSSION OF DATE FOR PULBIC HEARING TO SET THE MILLAGE RATE; City Clerk Marilyn Chastain explained that in order to set the Millage Rate the 5 year History of Levy would be in Newspaper then 14 days later a Special Called Meeting would need to he had in order to set the rate and suggested July 31, 2018 at 10:00 a.m.. Mayor Jeff Ash stated that if there were other items that came up they could also be added to the meeting. Motion to have a Special Called Meeting on July 31, 2018 at 10:00 a.m. to set the Millage Rate made by Commissioner Steve Fowler, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

E. UPDATE FROM CITY MANAGER JERRY ELKINS ON CITY PROJECTS; City Manager Jerry Elkins discussed the success of the Veterans Park dedication, the work that has been completed at the Helen to Hardman trail and introduced Fletcher Holiday of EMI to discuss the need for replacement of the sewer lift station. Fletcher Holiday explained that the current system is now 30 years old, that there are concerns with pumps, corrosion, hazards to employees and if approval to move forward is given the design, permits, funding and environmental clearance could be started at a cost of \$95,800.00 with the estimated replacement to be about \$1,000,000.00. City Manager Jerry Elkins stated that if the 2020 SPLOST is approved funding for the project is planned to come out of those funds. Fletcher Holiday stated that GEFA loans, and application for an ARC Grant could also be made to help with funding for the project. Motion to allow EMI to move forward with the project and allow City Manager Jerry Elkins to oversee at a cost of \$95,800.00 made by Commissioner Steve Fowler, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

POLICE DEPARTMENT OPERATIONS; Report included as an integral part of the Minutes. Police Chief Brian Stephens gave a verbal report.

FIRE DEPARTMENT OPERATIONS; Report included as an integral part of the Minutes. Chief Jody Prickett gave a verbal report.

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PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS; Report included as an integral part of the Minutes. Director Ross Hewell gave a verbal report.

BUILDING AND ZONING OPERATIONS; Report included as an integral part of the Minutes.

**PURCHASES AND BIDS**

A. DISCUSSION AND CONSIDERATION OF ARC SOUTHSIDE WATER SYSTEM IMPROVEMENTS PROJECT. ONE BID RECEIVED FROM SQUARE DEAL ENTERPRISES OF \$414,674.00. FLETCHER HOLIDAY WITH EMI TO EXPLAIN PROJECT; City Manager Jerry Elkins explained that if accepted a Resolution would need to be adopted. Fletcher Holiday of EMI explained that the current water line that is being replaced is a 2" galvanized pipe and will be replaced with 3,519 linear feet of 8" diameter water line on Highway 75 and Edelweiss Strasse with construction to be started connecting the new Fairfield Motel within the next few weeks, and delaying the next portion of the water line to later in the year due to heavy traffic. Motion to approve the contract and award the project to Square Deal Enterprises at a cost of \$414,674.00 made by Commissioner Cinnamon Spurlock, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

City Manager Jerry Elkins read Resolution 18-07-01; A RESOLUTION BY THE CITY OF HELEN, GEORGIA FOR THE PURPOSES OF AWARDING A CONSTRUCTION CONTRACT FOR THE ARC SOUTHSIDE WATER SYSTEM IMPROVEMENT PROJECT AND TO AUTHORIZE THE CITY MANAGER TO EXECUTE APPROPRIATE DOCUMENTS FOR THE IMPLEMENTATION OF THE PROJECT. Motion to approve made by Commissioner Lee Landress, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

ORDINANCES; 18-6-02; SECOND READING OF ORDINANCE 18-6-02: AN ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY THE AMENDMENT OF CHAPTER SIXTY-TWO OF THE HELEN MUNICIPAL CODE: TAXATION; BY AN AMENDMENT TO ARTICLE III, HOTEL-MOTEL EXICSE TAX; SECTION 62-51 LEVY; Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

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PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; Fred Garmon stood and thanked the Commission for allowing the Veterans Park to be built, and Fred was thanked by the Commission for his help in the Construction.

Ron Turner stood and stated that the 4th of July traffic is getting worse each year and that the fireworks have overgrown the town being that the traffic gets gridlocked. Commissioner Lee Landress stated that the fireworks are both good and bad in that they bring a lot of people to town and traffic does back up. Commissioner Cinnamon Spurlock stated that traffic is also busy during Oktoberfest. Police Chief Brian Stephens stated that town was cleared faster this year than in previous years due to having more officers on duty to help. Commissioner Steve Fowler stated that possibly the question could be put on the Ballot for the residents to decide. Mayor Jeff Ash stated that the question could also be put on Constant Contact for input. Attorney Carl Free stated that there is almost 1 year to look into before a decision had to be made. City Manager Jerry Elkins stated that the usual Contract is for 2 years and is normally done in November but that there is still time to decide, and if it is decided to stop the fireworks in Helen that they could be done somewhere in the County and Helen could possibly contribute, but reminded the Commission that if the current location were sold, and due to set-backs and rules that there may not be a place to shoot the fireworks from.

Ron Turner stated that Unicoi Street is in bad shape and needs repairs.

Fred Garmon stated that the money saved from not having fireworks could be spent on Christmas decorations and would be up several weeks compared to 1 night of fireworks.

Motion to adjourn at 11:30 a.m. made by Mayor Jeff Ash, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**