

**CITY OF HELEN  
COMMISSION MEETING  
JUNE 16, 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 JUNE 2, 2015
6. PUBLIC HEARING FOR CITY OF HELEN 2015 COMPREHENSIVE PLAN
7. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
8. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
9. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
10. ADMINISTRATIVE
  - A. FINANCIAL REPORT
  - B. CONSIDERATION FOR APPROVAL OF BID AND RESOLUTION AWARDDING CONTRACT FOR THE CONSTRUCTION OF CHATTAHOOCHEE STREET WELL
  - C. CONSIDERATION FOR APPROVAL OF BID FOR THE PURCHASE AND INSTALLATION OF AN IRON EXCHANGE TREATMENT SYSTEM FOR WELL # 4 ON UNICOI STREET
  - D. CONSIDERATION OF REQUEST FROM COOL RIVER TUBING TO PLACE A STOP SIGN AT THE INTERSECTION OF RIDGE ROAD AND ESCOWEE DRIVE.
  - E. APPOINTMENT OF A REPRESENTATIVE TO THE WHITE COUNTY WATER AUTHORITY BOARD FOR THE TERM OF JULY1, 2015 TO JUNE 30, 2017
  - F. CONSIDERATION OF PROVIDING ADDITIONAL FUNDING FOR THE POLICE DEPARTMENT FOR ADDITIONAL OFFICERS ON THE 4TH OF JULY AND FUTURE EVENTS

G. CONSIDERATION OF PROVIDING ADDITIONAL FUNDING FOR THE FIRE DEPARTMENT FOR ADDITIONAL PERSONNEL FOR THE 4TH OF JULY

11. 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; SECOND READING OF ORDINANCE 15-06-01; AN ORDINANCE OF THE CITY OF HELEN GEORGIA, MAKING APPROPRIATIONS FOR THE 2015-2016 FISCAL YEAR.

16. RESOLUTIONS; NONE

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

**THIS AGENDA WAS POSTED JUNE 12, 2015 @ 11:00 A.M.**

**CITY OF HELEN  
COMMISSION MEETING  
JUNE 16, 2015  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday June 16, 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, Mayor Dona K Burke, Commissioner Judy Holloway, Commissioner Jeff Ash.

Also attending were City Manager Jerry Elkins, City Attorney Carl Free, Finance Officer Debbie Gerchman, City Clerk Marilyn Chastain, Police Chief Jim Couch, Public Works Director Ross Hewell, Building & Zoning Director Larry Krul. Fire Captain Lee Poteat arrived shortly after the meeting had started.

Pledge of Allegiance to the Flag was given.

Approval of Agenda; Motion to amend and approve with the addition as item H under Administrative- Consideration of approval for Loan Agreement from the Georgia Environmental Finance Authority, Clean Water State Revolving Fund, not to exceed \$350,000. with loan forgiveness amount of \$52,500. and interest rate per annum equal to 0.5%, approval of agreement shall be contingent upon review and approval of the City Attorney, and the City Manager shall be designated to execute all documents, and under Building/Zoning as item A, Request from Mr. Jackson of Ace Hardware located at 8160 S. Main Street for a sign variance for the number of signs and the size requirement, and under Petitions and Communications from the Public an update from Fred Garmon on the construction and remodeling at the Helen Arts Center, Motion made by Commissioner Helen Wilkins, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

Approval of Minutes from June 2, 2105; Motion to approve made by Commissioner Jeff Ash, 2nd b y Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Public Hearing for City of Helen 2015 Comprehensive Plan; City Manager Jerry Elkins stated the meeting is for a Public Meeting not a Hearing for the Comprehensive Plan, and he gave the details of the report. There was discussion of the Plan, no motions were made.

Petitions and Communications from the Public;

A. Update on the Helen Arts Center construction and remodeling. Commissioner Fred Garmon updated the Commission and Public on the progress and amounts of money that has been spent on the project. No motions were made.

Alpine Helen/White County CVB monthly report; The report is included as an integral part of the Minutes and was given by CVB Director Jerry Brown.

Helen Chamber of Commerce monthly report; The report is included as an integral part of the Minutes and was given by Chamber Director Renee Chacon.

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Administrative;

A. Financial Report; The report is included as an integral part of the Minutes. City Manager Jerry Elkins reported that the balance in the General Fund is up from last year. Motion to approve made by Commissioner Fred Garmon, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

B. Consideration for approval of Bid and Resolution awarding contract for the Construction of Chattahoochee Street Well; Motion to approve the lowest bid received from Square Deal in the amount of \$53,896.00, and to include a change order to the contract for construction of the well house for the amount of \$35,000.00, and to allow City Manager Jerry Elkins to execute appropriate documents for the implementation made by Commissioner Fred Garmon, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

C. Consideration for approval of Bid for the purchase and installation of an Iron Exchange Treatment system for Well #4 on Unicoi Street; Motion to approve the bid from Midway Electric in the amount of \$41,370.00 to include the ION Exchange system furnished by Chandler Systems made by Commissioner Helen Wilkins, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

D. Consideration of request from Cool River Tubing to place a Stop sign at the intersection of Ridge Road and Escowee Drive. Motion to approve the installation of a Stop sign at the intersection of Ridge Road and Escowee Drive made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

E. Appointment of a Representative to the White County Water Authority Board for the City of Helen and the term of July 1, 2015 to June 30, 2017; Motion to appoint Mully Ash to the Water Authority for the term beginning July 1, 2015 to June 30, 2017 made by Commissioner Fred Garmon, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

F. Consideration of providing additional funding for the Police Department for additional Officers on the 4th of July and future events; City Manager Jerry Elkins discussed with the Commission the request submitted from Police Chief Jim Couch and Fire Captain Lee Poteat the need for additional Police Officers, and Firemen during events or times when a large number of people are expected to be in town. Motion made by Mayor Dona K Burke for the City Manager to have the authority at his discretion to spend any amount he considers necessary to fund hiring additional Police Officers during events where large amounts of people are expected, 2nd by Commissioner Helen Wilkins. Motion amended by Mayor Dona K Burke to include item G, for additional funding for the Fire Department to hire extra personal during events where large amounts of people are expected, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

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G. Consideration of providing additional funding for the Fire Department for additional personnel for the 4th of July; Motion amended in item F to include funding for the Fire Department as well.

H. Consideration of approval for Loan Agreement from the Georgia Environmental Finance Authority, Clean Water State Revolving Fund, not to exceed \$350,000, with loan forgiveness amount of \$52,500, and interest rate per annum equal to 0.50%. Approval of agreement shall be contingent upon review and approval of the City Attorney, and the City Manager shall be designated to execute all documents. Motion to approve as submitted made by Commissioner Judy Holloway, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

Police Department monthly report; Report was passed out at the meeting by Chief Jim Couch and is included as an integral part of the Minutes. No motions were made

Fire Department monthly report; Report included as an integral part of the Minutes. No motions were made.

Public Works, Water and Waste Water monthly report; Report included as an integral part of the Minutes. No motions were made.

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

A. Request from Mr. Jackson of Ace Hardware located at 8160 South Main Street for a sign variance for the number of sign and the size requirement. A picture of the location and description with the size is included as an integral part of the Minutes. Motion to approve as submitted made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

Also discussed was the retaining wall at United Community Bank with surveyor Mr. Kane explaining the possibilities of sloping the property for water run off. City Manager Jerry Elkins stated there is another location a flume could be installed, which is on City property.

Purchases and Bids; None

Ordinances; Second reading of Ordinance 05-06-01; AN ORDINANCE OF THE CITY OF HELEN GEORGIA, MAKING APPROPRIATIONS FOR THE 2015-2016 FISCAL YEAR. Motion to add to the Budget an additional \$7,000.00 to the Police Department for part time officers, and \$2,352 to the Fire Department for part time Fire fighters during large events at the discretion of City Manager Jerry Elkins was made by Commissioner Fred Garmon, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Resolutions; None

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City Commission Comments; Mayor Dona K Burke stated she is glad that Jeff Ash was doing well and able to attend the meeting. Commissioner Helen Wilkins wished Commissioner Fred Garmon a happy birthday.

Motion to adjourn at 4:38 p.m. made by Commissioner Fred Garmon, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**