

**CITY OF HELEN
COMMISSION MEETING
OCTOBER 18, 2016
3:00 P.M.
AGENDA**

1. CALL TO ORDER BY MAYOR FRED GARMON
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM SEPTEMBER 6, 2016, & SEPTEMBER 20, 2016
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 FOR CONSIDERATION PURCHASE OF NEW CLOCK FOR CLOCK TOWER AT CITY HALL
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
15. ORDINANCES
16. RESOLUTIONS
17. EXECUTIVE SESSION TO DISCUSS PERSONNEL
18. CITY COMMISSION COMMENTS
19. ADJOURNMENT

**THIS AGENDA WAS POSTED OCTOBER 14, 2016 AT 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
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OCTOBER 18, 2016
MINUTES OF MEETING**

The Helen City Commission met on Tuesday October 18, 2106 in the Commission Chambers at Helen City Hall with Mayor Fred Garmon calling the meeting to order at 3:00 p.m.

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

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

Pledge of Allegiance to the Flag was given.

City Manager Jerry Elkins stood at the Podium and congratulated Fire Chief Jody Prickett on being chosen to receive the Governors Public Safety Award. He explained that he had been nominated by Jim Butterworth who is the Director of the Georgia Emergency Management and Homeland Security Agency and will be given the award by Governor Nathan Deal at an awards ceremony at the Georgia Public Safety Training Center. He was given a standing recognition by those attending the meeting.

Approval of Agenda; Motion to Approve and Amend the Agenda with the following additions and changes under 9. Administrative as item B. Consideration and discussion for approval of an additional \$16,000 for the paving cost of Escowee Street and to approve the job being done by Square Deal Enterprises made by Commissioner Judy Holloway, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

Approval of Minutes from September 6, 2016 and September 20, 2016; Motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Judy Holloway. Mayor Fred Garmon excused himself from the vote due to not being present at the September 6, 2016 meeting. Motion approved by the unanimous vote of the other Commissioners.

Petitions and Communications from the Public; None

Alpine Helen/White County CVB Monthly Report; Report included as an integral part of the Minutes. Director Jerry Brown was present and gave a verbal report as well. He also encouraged anyone that could, to attend the upcoming meeting of the Hardman Farm

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trail and stated that Bodensee Restaurant had been voted 3rd as top places to eat in North Georgia.

Helen Chamber of Commerce Monthly Report; None

Administrative

A. Discussion for consideration purchase of new clock for clock tower at City Hall; Commissioner Jeff Ash made a motion to approve the purchase price of \$3,533 plus the cost of shipping and to let Commissioners Cinnamon Spurlock, Commissioner Helen Wilkins, and Commissioner Judy Holloway choose which clock they prefer after the Commission meeting, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

B. Discussion for approval of an additional \$16,000 for the paving cost of Escowee Street and to approve the job being done by Square Deal Enterprises. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

Police Department Monthly Report; Report included as an integral part of the Minutes. Police Chief Brian Stephens stated this Oktoberfest has had the largest crowd he has ever seen, that there have been more felony arrest made than in the past and that he will have extra officers on patrol during the remainder of the Oktoberfest.

Fire Department Monthly Report; Report included as an integral part of the Minutes. Fire Chief Jody Pricket went over his monthly report and informed the Commission that he is adding additional daily reports to the computer system and training the other Fire Fighters on how to enter the information during their shifts. He also told of the upcoming visit to Mt Yonah Elementary School that his Department will attend.

Public Works, Water and Waste Water Monthly Report; Report included as an integral part of the Minutes. Public Works Director Ross Hewell stated his department had been putting in a lot of overtime trying to keep up the extra work during the Oktoberfest, that they had also been changing out Christmas lights and hauling dirt to the new Public Works building. Commissioner Judy Holloway asked if the repairs had been done at the Public restrooms on Chattahoochee Street where the trash truck had hit it. City Manager Jerry Elkins stated that they were still waiting on the Insurance Adjuster before the repairs could be done.

Building and Zoning Department Monthly Report; ; Report included as an integral part of the Minutes. Building and Zoning Director Larry Krul went over the report and stated that

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there were 2 new businesses open in town. Commissioner Helen Wilkins asked if the Hotels had been checked that there were complaints on and he replied that they were to be inspected on Wednesday.

Purchases and Bids; None

Ordinances; None

Resolutions; None

Executive Session to discuss Personnel; Motion to go out of the Regular Commission Meeting and into Executive Session at 3:42 p.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

Motion to resume the regular Commission meeting at 4:30 p.m. made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

The following actions were taken as a result of the Executive Session; Motion by Commissioner Helen Wilkins to approve making Mona Wood a full time Administrative employee and approval of hiring Josh Morgan for the Public Works Department, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

City Commission Comments; Mayor Fred Garmon again congratulated Fire Chief Jody Prickett on getting appointed to receive the Governor's Public Safety Award.

Adjournment; Motion to adjourn at 4:33 p.m. made by Commissioner Judy Holloway, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission present.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN