

**CITY OF HELEN
COMMISSION MEETING
FEBRUARY 16, 2021
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM JANUARY 19, 2020
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ADMINISTRATIVE OPERATIONS
 - A. LUGENE GIBBS OF CREATIVE PARKING CONCEPTS TO PRESENT PAY PARKING METERS
 - B. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS
 - C. FINANCIAL REPORT
 - D. DISCUSSION OF WATER/SEWER RATES
 - E. DISCUSSION OF JULY 4TH FIREWORKS
 - F. BILLY DURYEA JR. TO DISCUSS POSSIBLE BUSINESS OF TROLLEY BUSES OR PEDAL BIKES
 - G. DISCUSSION OF ALLOWING BLAKE SCHOLPP OF ATLAS BREW HAUS TO CHANGE LOCATION OF ALCOHOL AND BUSINESS LICENSE FOR 2021 TO ANOTHER LOCATION AND NOT PAY ADDITIONAL FEES SINCE HE HAD NOT OPENED FOR BUSINESS AT LOCATION APPLIED AND APPROVED FOR PREVIOUSLY
 - H. DISCUSSION OF PERMITTING TASTINGS AT PACKAGE STORES SELLING DISTILLED SPIRITS
 - I. DISCUSSION OF CONTINUING ONGOING SERVICES WITH LODGINGREVS

- J. DISCUSSION OF PROPERTY SWAP ON NARR WEGG BETWEEN THE CITY OF HELEN AND LEE LANDRESS TO CORRECT LOCATION OF CURBING

- 8. HELEN/WHITE COUNTY CVB MONTHLY REPORT
 - A. DISCUSSION OF CITY WIDE SPECIAL EVENT OF THE 3RD ANNUAL SONGWRITERS FESTIVAL MARCH 19TH & 20TH 2021
- 9. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
- 10. POLICE DEPARTMENT MONTHLY REPORT
- 11. FIRE DEPARTMENT MONTHLY REPORT
- 12. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
- 13. BUILDING AND ZONING MONTHLY REPORT
- 14. PURCHASES AND BIDS
- 15. ORDINANCES
- 16. RESOLUTIONS
- 17. CITY COMMISSION COMMENTS
- 18. ADJOURNMENT

**THIS AGENDA WAS POSTED FEBRUARY 12, 2021 @ 11:45 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
FEBRUARY 16, 2021
MINUTES OF MEETING**

The Helen City Commission met on Tuesday February 16, 2021 in the Commission Chambers at Helen City Hall with Mayor Lee Landress calling the meeting to order at 10:00 a.m. City Clerk Marilyn Chastain called the roll and attending were Commissioner Jeff Ash, Mayor Lee Landress, Commissioner Steve Fowler, and Commissioner Fred Garmon. Absent was Commissioner Geneva Elwell.

Also attending were Finance Officer Mona Wood, City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Brian Stephens, Fire Chief Jody Prickett, Public Works Assistant Director Jack Morgan, Building & Zoning Director Darrell Westmoreland.

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA; Agenda Amended to include after Petitions and Communications from the Public Approval of Alcohol License for Trent Jackson dba Dottie's Kitchen located at 8287 South Main Street. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

APPROVAL OF MINUTES FROM JANUARY 19, 2020; Motion to approve made by Commissioner Fred Garmon, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; Bruce Pomeroy of Christoff's Caramel Corn shop asked the Commission to consider installing a new directional post in the market platz area since the post on the corner of Chattahoochee is full so that he may advertise his business. Commissioner Steve Fowler made the motion to approve if the PDRB has no problems with it, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Phylliss Hann asked the Commission if there had been approval of the new Big Foot bench that has been placed on Main Street and stated she found it very offensive. Building & Zoning Director Darrell Westmoreland stated it had come before the PDRB board but due to it not being written in our current Ordinances that it could not be denied. Commissioner Steve Fowler asked B&Z Director Darrell Westmoreland to contact the owner to discuss the possibility of covering parts of the bench that may be offensive and he stated he would.

APPROVAL OF ALCOHOL LICENSE FOR TRENT DARREN JACKSON DBA DOTTIE'S KITCHEN LOCATED AT 8782 SOUTH MAIN STREET FOR BEER ON PREMISES, WINE ON PREMISES AND SUNDAY SALES. Motion to approve made by Commissioner Jeff Ash, 2nd

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by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

ADMINISTRATIVE OPERATIONS

LUGENE GIBBS OF CREATIVE PARKING CONCEPTS TO PRESENT PAY PARKING METERS; Lugene Gibbs gave a slide show presentation explaining the operation and advantages of the pay parking meters. Commissioner Jeff Ash made a motion to table the discussion until the next meeting in order to get more information on the warranty's and monthly fee's, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

UPDATE FROM CITY MANAGER ON CURRENT PROJECTS; City Manager Jerry Elkins informed the Commission of his meeting with DOT concerning the cross-walks and stated that DOT has agreed to install lights at the cross-walks and will be removing 1 of the current cross walks, and relocating the one below City Hall. This is estimated to be completed in 5 to 7 months.

Fletcher Holiday of EMI gave an update on the current well projects and also a proposal for assisting the City in developing a 15 year capital improvement program, copy of proposal listing what is included in the proposal included as an integral part of the Minutes, at a cost of \$10,500.00. Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

Commissioner Fred Garmon asked if there had been any information on the condition of the Orbit building well. Fletcher Holliday stated that it appears that there is a pump still in the well but that all electricity has long been disconnected and suggested that a 24 hour yield test be done and testing would cost approximately \$7,000.00 to complete. City Manager Jerry Elkins stated that he believes that an agreement with the property owner be obtained before money is spent on testing. Commissioner Steve Fowler made a motion to find out what the property owner wants for the well, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

FINANCIAL REPORT; Report included as an integral part of the Minutes. Finance Officer Mona Wood gave a verbal report.

DISCUSSION OF WATER/SEWER RATES; City Manager Jerry Elkins stated there needs to be a rate increase now to help with needed upgrades and suggested consideration of future rate increases to help defer the cost of upgrades after the new rate study is

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completed from EMI. Commissioner Steve Fowler made the motion to move forward and increase water and sewer rates now by 10%, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

DISCUSSION OF JULY 4TH FIREWORKS; There was discussion of the event being outdoors and that social distancing would be easier, and to help with tourism to have fireworks this year. Motion to approve having the July 4th fireworks made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

BILLY DURYEA JR. TO DISCUSS POSSIBLE BUSINESS OF TROLLEY BUSES OR PEDAL BIKES; Billy Duryea and his wife spoke to the Commission about their idea of having a Trolley bus in town. They were informed that any planned stops on their route would not be allowed on public streets that they would need to secure stops with private property owners. There were no objections from the Commission for this type business.

DISCUSSION OF ALLOWING BLAKE SCHOLPP OF ATLAS BREW HAUS TO CHANGE LOCATION OF ALCOHOL AND BUSINESS LICENSE FOR 2021 TO ANOTHER LOCATION AND NOT PAY ADDITIONAL FEES SINCE HE HAD NOT OPENED FOR BUSINESS AT LOCATION APPLIED AND APPROVED FOR PREVIOUSLY; It was discussed that since the business had lost their lease previously applied for and had not opened and has not secured a lease on a new location, to refund his license fees. Motion to refund his license fees made by Commissioner Steve Fowler, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

DISCUSSION OF PERMITTING TASTINGS AT PACKAGE STORES SELLING DISTILLED SPIRITS; There was discussion of what had changed due to the State of Georgia HB 879 that allows tastings at package stores. City Attorney Carl Free stated that certainly the Commission could allow if they choose to do so but there would need to be an ordinance change reflecting the change since the current ordinance does not allow. Commissioner Jeff Ash made a motion to table to the next meeting, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

DISCUSSION OF CONTINUING ONGOING SERVICES WITH LODGINGREVS; Finance Officer Mona Wood explained that in order to continue having the lodging company that prepared the audit of non-compliant nightly rentals monitor activity for online advertising of the nightly rentals, there would need to be an agreement signed. She had received a proposal for 12 months at a cost of \$6,900.00 if approved by March 15th. Copy included as an integral part of the Minutes.

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Motion to approve continuing services for 12 additional months at a cost of \$6,900.00 made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

DISCUSSION OF PROPERTY SWAP ON NARR WEGG BETWEEN THE CITY OF HELEN AND LEE LANDRESS TO CORRECT LOCATION OF CURBING; Mayor Lee Landress left the room during the discussion. Mayor Pro temp Fred Garmon lead the meeting. City Manager Jerry Elkins explained that when the curbing had been installed that the paving company had installed the curbing over the property line of Lee Landress, and in order to correct this it would be more feasible cost wise to exchange the encroached property with property owned by the City that adjoins property of another lot owned by Lee Landress. Copies of proposed lots attached as an integral part of the Minutes. It would also be at an equal cost of each owner for the survey's, deed preparation and closing cost. No monetary exchange for either party. Motion to approve the swap between the City of Helen and Lee Landress with each paying half the cost of surveying, deed prep and closing cost made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a majority vote of the Commission present.

Mayor Lee Landress returned to the meeting.

HELEN/WHITE COUNTY CVB MONTHLY REPORT; Director Jerry Brown was present and gave a verbal report. Report included as an integral part of the Minutes. There was discussion of upcoming tapping of the Kegs during Oktoberfest and the parades. Motion by Commissioner Steve Fowler to have Jerry Brown to conduct events concerning tapping of the Kegs, Oktoberfest & parades, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission

DISCUSSION OF CITY WIDE SPECIAL EVENT OF THE 3RD ANNUAL SONGWRITERS FESTIVAL MARCH 19TH & 20TH 2021; CVB Director Jerry Brown informed the commission of the popularity of the event at other cities and of the last 2 that have been held in the City. Motion to approve as a City Wide Special Event and allow performances at the bandshell made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; Director Renee Green was present and gave a verbal report. Report included as an integral part of the Minutes. Director Green also advised the Commission that the upcoming Trout Festival is a go and will take place since it is an outdoor event. She stated that the Festhall itself is still closed to Bingo and other events.

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POLICE DEPARTMENT MONTHLY REPORT; Police Chief Brian Stephens was present and gave a verbal report. Report included as an integral part of the Minutes. Mayor Lee Landress suggested looking at the possibility of converting some of the City Hall dining room as additional space for the Police Department. Commissioner Steve Fowler stated he did not see a new police department being built in the next 3 years. Motion to have a conceptual drawing of current dining room as additional space for the police department made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

FIRE DEPARTMENT MONTHLY REPORT; Fire Chief Jody Prickett was present and gave a verbal report. Report included as an integral part of the Minutes.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Assistant Public Works Director Jack Morgan was present. Report included as an integral part of the Minutes.

BUILDING AND ZONING MONTHLY REPORT; Building and Zoning Director Darrell Westmoreland was present and gave a verbal report. Report included as an integral part of the Minutes.

PURCHASES AND BIDS; None

ORDINANCES; None

RESOLUTIONS; None

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn at 12:37 p.m. made by Commissioner Fred Garmon, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN

