

**CITY OF HELEN
COMMISSION MEETING
APRIL 1, 2014
10:00 A.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 MARCH 18, 2014
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ADMINISTRATIVE OPERATIONS
8. POLICE DEPARTMENT OPERATIONS
9. FIRE DEPARTMENT OPERATIONS
10. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS
11. BUILDING AND ZONING OPERATIONS
 - A. Public Hearing for a Conditional Use Zoning for the Innsbruck Sports Complex to allow a single family residential structure or duplex on lots 1-108, if any two (2) or more contiguous said lots are combined for this reason.
 - B. Consideration for a Conditional Use Zoning for the Innsbruck Sports Complex to allow a single family residential structure or duplex on lots 1-108, if any two (2) or more contiguous said lots are combined for this reason.
 - C. Approval for the following Special Events to use City property:

April 13, 2014 Relay for Life 5K run to use Edelweiss for approximately two hours. This request is the same as past years.

Corvair Club to rent city parking lots on Edelweiss as they have done every year.

Helen's Arts & Craft Show to use Unicoi Hill Park for event as they did last year.

D. Consideration of allowing city staff to include the City Manager, Police Chief, Public Works Director and City Clerk to approve use of City property for Special Events providing the property requested has previously been used by the event, or if the event meets current criteria used for approval. Events that may have an adverse effect to the property or would close city streets for an extended period of time would be brought before the City Commission for consideration.

12. PURCHASES AND BIDS

13. ORDINANCES

- A. SECOND READING OF ORDINANCE 14-03-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY THE AMENDMENT OF SECTION 34-77 OF THE HELEN MUNICIPAL CODE AS IT PERTAINS TO BOARD OF APPEALS MEMBERSHIP.
- B. FIRST READING OF ORDINANCE 14-04-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND CHAPTER 6 OF THE HELEN OFFICIAL CODE TO ALLOW FOR AN ANCILLARY WINE, BEER AND MALT BEVERAGE TASTING LICENSE.

14. RESOLUTIONS

15. EXECUTIVE SESSION FOR THE PURPOSES OF POSSIBLE LITIGATION, PROPERTY ACQUISITION, AND PERSONNEL.

15. CITY COMMISSION COMMENTS

16. ADJOURNMENT

THIS AGENDA WAS POSTED MARCH 28, 2014 AT 9:00 A.M.

**CITY OF HELEN
COMMISSION MEETING
APRIL 1, 2014
10:00 A.M.
MINUTES OF MEETING**

The Helen City Commission met on Tuesday April 1, 2014 at 10:00 a.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.

Pledge of Allegiance to the Flag was given.

Motion to approve the Agenda made by Commissioner Helen Wilkins, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Motion to approve the Minutes from March 18, 2014 made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public; Cliff Steinkraus introduced himself as the new Director of the Business Leaders of Helen and told the Commission of the new Board members and how they hoped to work with the City and other entities in promoting Helen and Special Events.

City Manager Jerry Elkins stated he would like approval for the purchase of 34 Street Lights for the Island area project at a cost of \$49,640.00. Public Works Director Ross Hewell stated this also includes the lights for Phase 2 of the Project. Motion to approve made by Commissioner Dona K Burke, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

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Police Department Operations; Police Chief Jim Couch stated the new Computer software Interact is doing well and a huge improvement to the old system, and that there has been an increase to the crowds starting to come back to town on the weekends. Mayor Judy Holloway requested that the street vendors be kept in the designated areas in the Market Platz. Commissioner Jeff Ash stated he appreciates the Police Chief working on the upcoming SOWO event and appreciates the Officers patrolling thru Innsbruck.

Fire Department Operations; Fire Captain Lee Poteat stated the month had been mostly uneventful but expects the call volume to increase with the change of the seasons, he also stated there may be a new White County Fire Station built on Asbestos Road.

Public Works, Water and Waste Water Operations; Public Works Director Ross Hewell stated he had looked into installing a Caution Light on Chattahoochee Street, but because of State Highway regulations would not be able to do so. Commissioner Fred Garmon stated there were already a lot of warning signs in place that drivers should be able to see about the left turn. Mayor Judy Holloway asked if the curbs in front of the Arts Center could be replaced because of the rebar sticking out where they are broken, and also that the Gazebo had paint coming off and needs repainting. Public Works Director Ross Hewell stated he would look into fixing both items.

Building and Zoning Operations;

A. Motion to go into Public Hearing for a Conditional Use Zoning for the Innsbruck Sprots Complex to allow a single family residential structure or duplex on lots 1-108, if any tow (2) or more contiguous said lots are combined for this reason made by Commissioner Dona K Burke, 2nd by Commissioner Fred Garmon. Motion approved with a majority vote of the Commission. Commissioner Jeff Ash abstained. Mayor Judy Holloway asked if anyone had anything to say. Helen resident and adjacent property owner to Innsbruck John Turrill stated he had concerns about the drainage ditch being moved and coming onto his property and about the fencing being extended to help with foot traffic on the access road, and also of trees that need to come down to prevent them from falling on his home or property. Commissioner Dona K Burke stated the road beside Mr Turrill's home was not built for access to Innsbruck but originally was used for construction purposes. Commissioner Jeff Ash stated that the POA at Innsbruck is aware of Mr. Turrill's concerns and are working with him to be good neighbors. Mr. Turrill also stated he does not mind the rezoning. Attorney Chad Knott stood and said he is the Attorney for David Fowler of Innsbruck owners association and the purpose for the rezoning is build single family homes on 2 or more contiguous lots, that the only change will be to allow combining lots for single family homes.

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Motion to come out of the Public Hearing at 10:36 a.m. made by Commissioner Dona K Burke, 2nd by Commissioner Helen Wilkins. Motion approved with a majority vote of the Commission. Commissioner Jeff Ash abstained.

B. Consideration for a Conditional Use Zoning for the Innsbruck Sports Complex to allow a single family residential structure or duplex on lots 1-108, if any two (2) or more contiguous said lots are combined for this reason. Motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Dona K Burke. Motion approved with a majority vote of the Commission. Commissioner Jeff Ash abstained.

C. Approval for the following Special Events to use City property;

April 13, 2014 Relay for Life 5K run to use Edelweiss Strasse for approximately two (2) hours. This request is the same as past years. Motion to approve made by Commissioner Dona K Burke, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Corvair Club to rent the City Parking lots on Edelweiss Strasse as they have done every year. Motion to approve made by Commissioner Fred Garmon, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Helen's Arts & Craft Show to use Unicoi Hill Park for event as they did last year. Motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Consideration of allowing City staff to include the City Manager, Police Chief, Public Works Director and City Clerk to approve use of City property for Special Events providing the property requested has previously been used by the event, or if the event meets current criteria used for approval. Events that may have an adverse effect to the property or would close city streets for an extended period of time would be brought before the City Commission for consideration. Commissioner Jeff Ash made a motion to have the City Attorney prepare an Amendment to Amend Chapter 43 of the Special Events Ordinance Section 43-5 paragraph (b) which states the event must be approved by the City Commission if public rights-of-way, security or other entities are involved, to read the event must be approved by the City Manager in conjunction with the City Clerk, Police Chief, and Public Works Director, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

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Purchases and Bids; None

Ordinances;

A. SECOND READING OF ORDINANCE 14-03-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY THE AMENDMENT OF SECTION 34-77 OF THE HELEN MUNICIPAL CODE AS IT PERTAINS TO BOARD OF APPEALS MEMBERSHIP. Motion to approve made by Commissioner Dona K Burke, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

B. FIRST READING OF ORDINANCE 14-04-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND CHAPTER 6 OF THE HELEN OFFICIAL CODE TO ALLOW FOR AN ANCILLARY WINE, BEER AND MALT BEVERAGE TASTING LICENSE. Commissioner Helen Wilkins read the Ordinance. Motion to approve the first reading made by Commissioner Dona K Burke, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Resolutions; None

Executive Session for the Purposes of Possible Litigation, Property Acquisition, and Personnel. Motion to go into Executive session at 10:49 a.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Commissioner Dona K Burke left the meeting at 11:10 a.m. and was not present to vote on any items after the Executive Session.

Executive Session ended at 11:19 a.m. and the regular Commission meeting resumed with the following motions made as a result of the Executive Session.

Motion to approve City Attorney Carl Free sending notice to Attorney George Butler representing Waterpark Properties that his client will not be permitted to conduct tubing on Escowee during 2014 made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

Motion to authorize City Manager Jerry Elkins and City Attorney Carl Free to acquire the section of property in the Island area from Mr. Holt, owner of Bigg Daddys, at no cost, in exchange, the City will install curb and gutter, and pave property for public parking, made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

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Motion to authorize City Manager Jerry Elkins to negotiate obtaining additional property from owner Otto Siebert in the Island Area for construction of a sidewalk made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission present.

City Commission Comments; None

Adjournment; Motion to adjourn at 11:38 a.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

RESPECTFULLY SUBMITTED,

CITY CLERK MARILYN CHASTAIN