

**CITY OF HELEN  
COMMISSION MEETING  
JUNE 6, 2017  
10:00 A.M.  
AGENDA**

1. CALL TO ORDER BY MAYOR HELEN WILKINS
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM MAY 16, 2017
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ADMINISTRATIVE OPERATIONS
  - A. CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE FOR DARYL BALZER OF TWO TIRE TAVERN, LLC LOCATED AT 8735 NORTH MAIN STREET HELEN GEORGIA FOR BEER ON PREMISES, WINE ON PREMISES
  - B. AWARD OF BID FOR THE PEDESTRIAN BRIDGE PROJECT BY RESOLUTION NO.; 17-06-01
  - C. DISCUSSION AND CONSIDERATION OF FY 2017/2018 BUDGET
  - D. PUBLIC HEARING FOR THE FY 2017/2018 BUDGET
  - E. CONSIDERATION OF FUNDING FOR THE HELEN ARTS AND HERITAGE CENTER
  - F. CONSIDERATION AND DISCUSSION OF ALCOHOL LICENSE ORDINANCE CHANGE TO ALLOW WINE BY THE GLASS SALES FOR CONSUMPTION ON PREMISES AND SALES OF WINE BY THE BOTTLE PACKAGE SALES. REQUEST FOR CONSIDERATION MADE BY HANSEL & GRETEL CANDY KITCHEN
  - G. CONSIDERATION AND DISCUSSION OF ALCOHOL LICENSE ORDINANCE CHANGE TO ALLOW CROWLER/GROWLER PACKAGE SALES AT LOCATIONS THAT ALSO HAVE ALCOHOL LICENSE FOR CONSUMPTION ON PREMISES. REQUEST FOR CONSIDERATION MADE BY CATCH 22 RESTAURANT
8. POLICE DEPARTMENT OPERATIONS

9. FIRE DEPARTMENT OPERATIONS

10. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS

11. BUILDING AND ZONING OPERATIONS

A. CONSIDERATION FOR SIGN VARIANCE SUBMITTED BY DOUG MICHAELS FOR 2 SIGNS, EACH TO BE (4' X 9') WITH ONE FOR HAUNTED HELEN, AND ONE FOR ALPINE FUN FACTORY WHICH ARE REQUESTED TO BE INSTALLED ON THE EXISTING BILLBOARD LOCATED ON ESCOWEE STREET, PAYMENT OF OCCUPATIONAL TAXES MUST BE PAID PRIOR TO INSTALLATION

12. ORDINANCES; FIRST READING OF ORDINANCE 17-06-01 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 SEVEN OF THE HELEN MUNICIPAL CODE: HORSE DRAWN CARRIAGES FOR HIRE

13. EXECUTIVE SESSION FOR PERSONNEL AND LITIGATION

14. CITY COMMISSION COMMENTS

15. ADJOURNMENT

**THIS AMENDED AGENDA WAS POSTED JUNE 2, 2017 AT 1:30 P.M. ADDED WAS THE PUBLIC HEARING FOR THE FY 2017/2018 BUDGET AS ITEM D UNDER ADMINISTRATION.**

**THIS AGENDA WAS POSTED JUNE 2, 2017 @ 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  
COMMISSION MEETING  
JUNE 6, 2017  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday June 6, 2017 in the Commission Chambers at Helen City Hall with Mayor Helen Wilkins calling the meeting to order at 10:00 a.m.

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

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

Pledge of Allegiance to the Flag

APPROVAL OF AGENDA; Motion to amend and approve the amended Agenda with the addition as item H under Administrative Operations the consideration of allowing Walker, Pierce & Tuck to conduct the annual Audit made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

APPROVAL OF MINUTES FROM MAY 16, 2017; Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; Nancy Ackerman from the Helen Arts Center asked the Commission for permission to allow having 7 directional signs posted for the upcoming Arts Tour for this coming weekend and again in November stating that there had not been enough time permitted to get the request to the PDRB meeting. There were no objections.

**ADMINISTRATIVE OPERATIONS**

A. CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE FOR DARYL BALZER OF TWO TIRE TAVERN, LLC LOCATED AT 8735 NORTH MAIN STREET HELEN GEORGIA FOR BEER ON PREMISES, WINE ON PREMISES; Motion to approve made by Commissioner Fred Garmon, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

B. AWARD OF BID FOR THE PEDESTRIAN BRIDGE PROJECT BY RESOLUTION NO.; 17-06-01; Motion to approve the Resolution awarding Square Deal Enterprise Inc. made by Commissioner Fred Garmon, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

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C. DISCUSSION AND CONSIDERATION OF FY 2017/2018 BUDGET; City Manager Jerry Elkins went over the proposed budget. Commissioner Jeff Ash stated that the budget seems to be very conservative and has no problems with what has been requested.

D. PUBLIC HEARING FOR THE FY 2017/2018 BUDGET; Motion to go into the Public Hearing made by Commissioner Judy Holloway, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission. There were no comments by the Public.

Motion to go out of the Public Hearing made by Commissioner Judy Holloway, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

E. CONSIDERATION OF FUNDING FOR THE HELEN ARTS AND HERITAGE CENTER; After much discussion from each Commissioner and Nancy Ackerman of the Arts Center a Motion for one time funding of \$20,000.00 from the current budget for operational expenses and capital improvements was made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Opposed were Commissioner Cinnamon Spurlock, and Commissioner Helen Wilkins. Commissioner Judy Holloway did not vote. Motion did not pass for lack of majority vote.

Commissioner Cinnamon Spurlock made a motion for a one time funding of \$10,000.00 to the Arts Center, 2nd by Mayor Helen Wilkins. Vote to approve made by Commissioner Judy Holloway. Motion approved with a majority vote of the Commission.

F. CONSIDERATION AND DISCUSSION OF ALCOHOL LICENSE ORDINANCE CHANGE TO ALLOW WINE BY THE GLASS SALES FOR CONSUMPTION ON PREMISES AND SALES OF WINE BY THE BOTTLE PACKAGE SALES. REQUEST FOR CONSIDERATION MADE BY HANSEL & GRETEL CANDY KITCHEN; Motion to approve City Attorney Carl Free drafting on Ordinance for the Commission to consider made by Commissioner Fred Garmon, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

G. CONSIDERATION AND DISCUSSION OF ALCOHOL LICENSE ORDINANCE CHANGE TO ALLOW CROWLER/GROWLER PACKAGE SALES AT LOCATIONS THAT ALSO HAVE ALCOHOL LICENSE FOR CONSUMPTION ON PREMISES. REQUEST FOR CONSIDERATION MADE BY CATCH 22 RESTAURANT; Commissioner Jeff Ash made a motion for City Manager Jerry Elkins to draft a letter of notice of possible changes to the current Ordinance to the Package Stores currently licensed so they can make their views known,

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2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

H. CONSIDERATION OF ALLOWING WALKER, PIERCE & TUCK TO CONDUCT THE ANNUAL AUDIT AT A PRICE NOT TO EXCEED \$17,600.00 AND IF A SEPARATE ENGAGEMENT AT \$5,000.00 PER MAJOR PROGRAM AUDITED. Motion to approve made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

POLICE DEPARTMENT OPERATIONS; Police Chief Brian Stephens stated that if the request to change the Alcohol Ordinance is granted it will increase the amount of alcohol sold in the City and will increase the calls to the Police and Fire Departments. He also stated he would like to see License Holders more responsible for their sales because of seeing more accidents related to alcohol and to many establishments letting customers consume to a point of not being able to stand. City Attorney Carl Free stated that it can be made a part of the application for an alcohol license holder to know, and to reinforce the consequences of serving an over intoxicated patron. He also stated that there had been many changes to the State laws since the Helen Ordinances were written in 1993 and that possibly the whole Alcohol section should be rewritten. Police Chief Brian Stephens also stated that he believes that more beef to the server permitting should be looked at and possibly require a class with video and passing a written test before the permit is issued. Catch 22 owner Richard Miley stated that at their other location in Athens and as part of his staff training they do require additional training. Attorney Carl Free stated he will look into what changes could be made to the current ordinance.

FIRE DEPARTMENT OPERATIONS; Fire Chief Jody Prickett stated all is good in the Fire Department and that the new truck is being painted and is expecting delivery at the end of August.

PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS; Public Works Director Ross Hewell was called away from the meeting. City Manager Jerry Elkins stated that all is well in the department.

**BUILDING AND ZONING OPERATIONS**

A. CONSIDERATION FOR SIGN VARIANCE SUBMITTED BY DOUG MICHAELS FOR 2 SIGNS, EACH TO BE (4' X 9') WITH ONE FOR HAUNTED HELEN, AND ONE FOR ALPINE FUN FACTORY WHICH ARE REQUESTED TO BE INSTALLED ON THE EXISTING BILLBOARD LOCATED ON ESCOWEE STREET, PAYMENT OF OCCUPATIONAL TAXES MUST BE PAID PRIOR TO INSTALLATION; Motion to approve pending payment of

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Occupational Taxes made by Commissioner Cinnamon Spurlock, 2nd by Mayor Helen Wilkins. Motion approved with a unanimous vote of the Commission.

ORDINANCES; FIRST READING OF ORDINANCE 17-06-01 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 SEVEN OF THE HELEN MUNICIPAL CODE: HORSE DRAWN CARRIAGES FOR HIRE; Motion to approve the first reading made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

EXECUTIVE SESSION FOR PERSONNEL AND LITIGATION; Motion to go into Executive Session at 11:25 a.m. made by Commissioner Judy Holloway, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

Regular Session resumed at 11:49 a.m. with Mayor Helen Wilkins stating there were no Motions as a result of the Executive Session on Litigation.

Motion as a result of the Executive Session regarding Personnel made by Commissioner Jeff Ash to renew City Manager Jerry Elkins employment contract for 7 years as amended, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn at 11:50 a.m. made by Commissioner Fred Garmon, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**