

**CITY OF HELEN  
COMMISSION MEETING  
DECEMBER 11, 2018  
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 NOVEMBER 13, 2018
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE OPERATIONS
  - A. SET DATES FOR 2019 COMMISSION MEETINGS
  - B. SET QUALIFYING FEE FOR 2019 COMMISSION SEATS ELECTION
  - C. FINANCIAL REPORT
  - D. CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE FOR HEIDI DAWN BROWN D/B/A RIB COUNTRY LOCATED AT 11 RIVER STREET FOR BEER ON PREMISES AND SUNDAY SALES
  - E. CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE FOR DAVID BRET WELCH D/B/A HOFBRAUHAUS RESTAURANT & GI GERMANY PUB LOCATED AT 9001 MAIN STREET FOR BEER ON PREMISES, WINE ON PREMISES, LIQUOR POURING, SUNDAY SALES
  - F. CONSIDERATION FOR APPROVAL OF 2019 ALCOHOL LICENSE RENEWALS
  - G. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS
10. POLICE DEPARTMENT OPERATIONS

11. FIRE DEPARTMENT OPERATIONS
12. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS
13. BUILDING AND ZONING OPERATIONS
  - A. CONSIDERATION OF VOLKSWAGON, AUDI GROUP CAR SHOW ON MAY 11TH
14. PURCHASES AND BIDS
15. ORDINANCES; SECOND READING FOR CONSIDERATION: ORDINANCE 18-11-01 AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF HELEN, GEORGIA TO ALLOW FOR ADDITIONAL PROVISIONS IN CHAPTER 6, ALCOHOLIC BEVERAGES, ARTICLE VI. HOTELS-LICENSING
16. RESOLUTIONS
17. EXECUTIVE SESSION TO DISCUSS PERSONNEL
18. CITY COMMISSION COMMENTS
19. ADJOURNMENT

**THIS AGENDA WAS POSTED DECEMBER 7, 2018 @ 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  
DECEMBER 11, 2018  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday December 11, 2018 in the Commission Chambers at Helen City Hall with Mayor Jeff Ash calling the meeting to order at 10:00 a.m.

ROLL CALL BY CITY CLERK MARILYN CHASTAIN; Present were Commissioner Geneva Elwell, Commissioner Cinnamon Spurlock, Commissioner Lee Landress, and Mayor Jeff Ash. Absent was Commissioner Steve Flower.

Also attending were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Finance Officer Mona Wood, Police Captain Phillip Wood, Fire Chief Jody Prickett, Building & Zoning Director Darrell Westmoreland, Public Works Director Ross Hewell. Absent was Police Chief Brian Stephens.

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA; Motion to approve made by Commissioner Cinnamon Spurlock, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

APPROVAL OF MINUTES FROM NOVEMBER 13, 2018; Motion to approve made by Commissioner Cinnamon Spurlock, 2<sup>nd</sup> by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission present.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; None

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, and stated that Helen was named as one of the top Christmas town destinations in the US, and in the state of Georgia.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; Report included as an integral part of the Minutes. Director Renee Green was present and gave a verbal report and touched briefly on finances of the Chamber stating an overall increase to the prior year and each event continues to grow each year also.

ADMINISTRATIVE OPERATIONS

- A. SET DATES FOR 2019 COMMISSION MEETINGS; Motion to continue having the meetings on the second Tuesday of each month in 2019 made by Commissioner Lee Landress, 2<sup>nd</sup> by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission present.

**CITY OF HELEN  
COMMISSION MEETING  
DECEMBER 11, 2018  
MINUTES OF MEETING  
PAGE 2**

- B. SET QUALIFYING FEE FOR 2019 COMMISSION SEATS ELECTION; Motion to set the Qualifying fee for 2019 Commission Seats at \$35.00 made by Commissioner Cinnamon Spurlock, 2<sup>nd</sup> by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission present.
- C. FINANCIAL REPORT; City Manager Jerry Elkins went over the report and stated the City is in good financial condition. Motion to approve the Financial report made by Commissioner Lee Landress, 2<sup>nd</sup> by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission present.
- D. CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE FOR HEIDI DAWN BROWN D/B/A RIB COUNTRY LOCATED AT 11 RIVER STREET FOR BEER ON PREMISES AND SUNDAY SALES; Motion to approve made by Commissioner Cinnamon Spurlock, 2<sup>nd</sup> by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission present.
- E. CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE FOR DAVID BRET WELCH D/B/A HOFBRAUHAUS RESTAURANT & GI GERMANY PUB LOCATED AT 9001 MAIN STREET FOR BEER ON PREMISES, WINE ON PREMISES, LIQUOR POURING, SUNDAY SALES; Motion to approve made by Commissioner Cinnamon Spurlock, 2<sup>nd</sup> by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission present.
- F. CONSIDERATION FOR APPROVAL OF 2019 ALCOHOL LICENSE RENEWALS; Motion to approve all 2019 Alcohol License renewals made by Commissioner Lee Landress, 2<sup>nd</sup> by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission present.
- G. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS; City Manager Jerry Elkins stated that the South Side Water Improvement 10" water line is approximately 75% complete, that the ARC grant for a new well will be getting bids, and that the repairs from the flood at City Hall are not complete due to the weather and also that the wall below has to cure for 28 days before additional work on that can be done. He also stated that he and Commissioner Spurlock had discussed possible improvements to Pete's Park.

**CITY OF HELEN  
COMMISSION MEETING  
DECEMBER 11, 2018  
MINUTES OF MEETING  
PAGE 3**

POLICE DEPARTMENT OPERATIONS; Report included as an integral part of the Minutes. Captain Phillip Wood stated there had been no issues over the weekend.

FIRE DEPARTMENT OPERATIONS; Report included as an integral part of the Minutes. Fire Chief Jody Prickett stated that all is well.

Public Works Department; Report included as an integral part of the Minutes. Director Ross Hewell stated everything is running smoothly. Mayor Jeff Ash commended the Department for decorating the town for Christmas.

BUILDING AND ZONING OPERATIONS; Report included as an integral part of the Minutes. Director Darrell Westmoreland stated that in 2018 building permits exceeded 1.1 million in cost to build not including the new roller coaster or new hotel that if they were included the cost to build would be 8.1 million, that during the month of November the number of permits had drooped, but that he has several plans to examine for new homes that are to be built in Innsbruck.

- A. CONSIDERATION OF VOLKSWAGON, AUDI GROUP CAR SHOW ON MAY 11<sup>TH</sup>; Event coordinator Paul Barney explained the event to the Commission. Building & Zoning Director Darrell Westmoreland stated that the PDRB Board had all approved the event. Members of the Commission stated concerns over having enough police force present, and wanting a zero tolerance for anyone violating any laws during the event.

ORDINANCES; SECOND READING FOR CONSIDERATION: ORDINANCE 18-11-01 AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF HELEN, GEORGIA TO ALLOW FOR ADDITIONAL PROVISIONS IN CHAPTER 6, ALCOHOLIC BEVERAGES, ARTICLE VI. HOTELS-LICENSING; Mayor Jeff Ash read by title. Motion to approve made by Commissioner Lee Landress, 2<sup>nd</sup> by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission present.

RESOLUTIONS; None

EXECUTIVE SESSION TO DISCUSS PERSONNEL; Motion to go into Executive Session at 11:15 a.m. made by Commissioner Cinnamon Spurlock, 2<sup>nd</sup> by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission present.

**CITY OF HELEN  
COMMISSION MEETING  
DECEMBER 11, 2018  
MINUTES OF MEETING  
PAGE 4**

Motion to come out of the Executive Session and resume the Regular Commission meeting at 11:35 made by Commissioner Cinnamon Spurlock, 2<sup>nd</sup> by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission present.

Motion as a result of the Executive Session made by Commissioner Cinnamon Spurlock to give an across the board pay raise of 4% to all city employees and to include City Manager Jerry Elkins to take affect with the first pay period of 2019, 2<sup>nd</sup> by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission present.

CITY COMMISSION COMMENTS; Commissioner Lee Landress commented he has concerns about the new car show location and of closing city streets for the event.

ADJOURNMENT; Motion to adjourn at 11:35 a.m. made by Commissioner Lee Landress, 2<sup>nd</sup> by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission present.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**