

**CITY OF HELEN  
COMMISSION MEETING  
OCTOBER 9, 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 SEPTEMBER 11, 2018 AND SPECIAL CALLED MEETING ON SEPTEMBER 27, 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. FINANCIAL REPORT FOR AUGUST
  - B. DECIDE DATES FOR COMMUNITY CHRISTMAS PARTY AND EMPLOYEE CHRISTMAS PARTY
  - C. 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
14. PURCHASES AND BIDS
15. ORDINANCES
16. RESOLUTIONS

17. EXECUTIVE SESSION TO DISCUSS POTENTIAL LITIGATION

18. CITY COMMISSION COMMENTS

19. ADJOURNMENT

**THIS AGENDA WAS POSTED OCTOBER 5, 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  
OCTOBER 9, 2018  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday October 9, 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 Commissioners Steve Fowler, Commissioner Geneva Elwell, Commissioner Cinnamon Spurlock, Commissioner Lee Landress, and Mayor Jeff Ash.

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

**PLEDGE OF ALLEGIANCE TO THE FLAG**

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

APPROVAL OF MINUTES FROM SEPTEMBER 11, 2018 AND SPECIAL CALLED MEETING ON SEPTEMBER 27, 2018; Motion to approve the September 11, 2018 Minutes made by Commissioner Cinnamon Spurlock, 2nd Steve Fowler. Motion approved with a unanimous vote of the Commission. Motion to approve the September 27, 2018 Minutes made by Commissioner Steve Fowler, 2nd by Commissioner Lee Landress. Motion approved with a majority vote of the Commission with Commissioner Cinnamon Spurlock abstaining from the vote for not being present at this meeting.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; Sally Roche owner of Kathryn's Corner stated she had come to the Commission Meeting to ask the Commission to look into asking the business owners in town to clean up, decorate, make repairs to their buildings, and to look into the locations of the dumpsters so that they are not as visible to the people coming into Helen.

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.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; No report

**ADMINISTRATIVE OPERATIONS**

A. FINANCIAL REPORT FOR AUGUST; Motion to approve the Financial Report made by Commissioner Lee Landress, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

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B. DECIDE DATES FOR COMMUNITY CHRISTMAS PARTY AND EMPLOYEE CHRISTMAS PARTY; Motion to have the Community Christmas dinner on December 3, 2018 and the Employee dinner on December 7, 2018 made by Commissioner Steve Fowler, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

C. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS; City Manager Jerry Elkins stated that repairs at City Hall due to the flood are still going on but that progress is being made, that Georgia Power is in the process of moving poles on Dandy Lane for road widening, that the water line from Circle K to the Chevron station is almost complete, and that lights for the Helen to Hardman farm are waiting on GA Power to hook up, and that additional flag poles are going up in the Veterans park that will represent all divisions of the Military.

POLICE DEPARTMENT OPERATIONS; Report included as an integral part of the Minutes. Police Chief Brian Stephens gave a verbal report.

FIRE DEPARTMENT OPERATIONS; Report included as an integral part of the Minutes.

PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS; Report included as an integral part of the Minutes. Public Works Director Ross Hewell gave a verbal report.

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

PURCHASES AND BIDS; None

ORDINANCES; None

RESOLUTIONS; None

EXECUTIVE SESSION TO DISCUSS POTENTIAL LITIGATION; Motion to go into Executive Session at 11:07 a.m. made by Commissioner Cinnamon Spurlock, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission. Motion to come out of the Executive Session and resume the regular Commission meeting at 11:42 a.m. made by Commissioner Cinnamon Spurlock, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

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Motion as a result of the Executive Session to renew contract to continue allowing Attorneys Brenkson/Askew to collect funds for the City of Helen as part of the class action Hotel/Motel law suit that is expiring made by Commissioner Lee Landress, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn at 11:45 a.m. made by Commissioner Lee Landress, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**