

**CITY OF HELEN
COMMISSION MEETING
MARCH 21, 2017
3:00 P.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 FEBRUARY 21, 2107
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
 - A. DARLENE BROADWAY OF BETTY'S COUNTRY STORE TO DISCUSS A POSSIBLE CHANGE TO THE CURRENT ALCOHOL LICENSE ORDINANCE THAT WILL ALLOW HER TO SELL BEER AND WINE BY THE GLASS FOR CONSUMPTION ON PREMISES
 - B. CINDY BAILEY WITH THE WHITE COUNTY CHAMBER OF COMMERCE
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE
 - A. FINANCIAL REPORT
 - B. CONSIDERATION OF APPOINTING 2 MEMBERS TO THE PLANNING DESIGN AND REVIEW BOARD FOR 2 YEAR TERMS
 - C. CONSIDERATION OF ALCOHOL LICENSE FOR CHRIS HOLLOWAY OF CATCH 22 GASTROPUB LOCATED AT 8160 SOUTH MAIN STREET, SUITE A-6 FOR BEER ON PREMISES, WINE ON PREMISES, LIQUOR POURING, SUNDAY SALES
10. POLICE DEPARTMENT MONTHLY REPORT
11. FIRE DEPARTMENT MONTHLY REPORT
12. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
13. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT
14. PURCHASES AND BIDS

15. ORDINANCES; FIRST READING OF ORDINANCE 17-03-01 AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE PERSONNEL POLICIES AND PROCEDURES OF THE CITY OF HELEN, GEORGIA

16. RESOLUTIONS

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

**THIS AGENDA WAS POSTED FRIDAY MARCH 17, 2017 AT 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
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MINUTES OF MEETING**

The Helen City Commission met on Tuesday March 21, 2017 in the Commission Chambers at Helen City Hall with Mayor Helen Wilkins calling the meeting to order at 3:00 p.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. Commissioner Jeff Ash was absent.

Also attending were City Manager Jerry Elkins, City Clerk Marilyn Chastain, Police Chief Brian Stephens , Fire Chief Jody Prickett , Building & Zoning Director Larry Krul, City Attorney Carl Free, Finance Officer Debbie Gerchman. Public Works Director Ross Hewell was absent.

APPROVAL OF AGENDA; Motion to amend and approve with the following additions to the Agenda to include as item 9 D. Discussion for consideration of approval for addition to city hall for file room, and as item 9 E. Discussion for consideration of replacement of the fence and Go Cart sign on the property of Doug Michaels on Escowee Street made by Commissioner Fred Garmon, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission present.

APPROVAL OF MINUTES FROM FEBRUARY 21, 2107; Motion to approve as written made by Commissioner Judy Holloway, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC

A. DARLENE BROADWAY OF BETTY'S COUNTRY STORE TO DISCUSS A POSSIBLE CHANGE TO THE CURRENT ALCOHOL LICENSE ORDINANCE THAT WILL ALLOW HER TO SELL BEER AND WINE BY THE GLASS FOR CONSUMPTION ON PREMISES; After discussion with the Commission, Ms. Broadway and the City Attorney on the proposed Ordinance change a Motion to approve changing the City Ordinance to allow consumption of Beer and or Wine on premises of a 5000 + square foot grocery store with additional requirements to be drafted by the City Attorney in Ordinance form for Commission approval made by Commissioner Fred Garmon, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission present.

Commissioner Cinnamon Spurlock suggested that with State laws changes since the original City Ordinance on Farm Winery's had been drafted, that the City Attorney review and draft a new Ordinance that will be in compliance with the State laws.

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B. CINDY BAILEY WITH THE WHITE COUNTY CHAMBER OF COMMERCE; Cindy Bailey was presented and presented the City of Helen with a plaque for being an Investor and supporter of the White County Chamber of Commerce.

ALPINE 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; Report included as an integral part of the Minutes. Director Renee Chacon was present and gave a verbal report.

ADMINISTRATIVE

A. FINANCIAL REPORT; City Manager Jerry Elkins stated that compared to last years figures that revenues are up and percentage wise that expenses were down.

B. CONSIDERATION OF APPOINTING 2 MEMBERS TO THE PLANNING DESIGN AND REVIEW BOARD FOR 2 YEAR TERMS; ; Motion to appoint and approve Lee Landress as a new member, and to re-appoint Charlie Knowles to the Planning Design and Review Board made by Commissioner Fred Garmon, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission present.

C. CONSIDERATION OF ALCOHOL LICENSE FOR CHRIS HOLLOWAY OF CATCH 22 GASTROPUB LOCATED AT 8160 SOUTH MAIN STREET, SUITE A-6 FOR BEER ON PREMISES, WINE ON PREMISES, LIQUOR POURING, SUNDAY SALES; Motion to approve made by Commissioner Cinnamon Spurlock, 2nd by Commissioner Fred Garmon. Motion approved with a majority vote of the Commission present. Mayor Helen Wilkins rescued from voting because of property being voted on is owned by her family.

D. DISCUSSION FOR CONSIDERATION OF APPROVAL FOR ADDITION TO CITY HALL FOR FILE ROOM; Motion to approve the addition at a cost for framing of \$10,000.00 with Contractor Woody Davis and City employees doing the Construction made by Commissioner Judy Holloway, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission present.

E. DISCUSSION FOR CONSIDERATION OF REPLACEMENT OF THE FENCE AND GO CART SIGN ON THE PROPERTY OF DOUG MICHAELS ON ESCOWEE STREET; Motion by Commissioner Fred Garmon to approve the property owner reinstalling the original approved sign at the originally approved location, and having the City Attorney draft an agreement with the property owner to allow replacement of the fence with the condition

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that if the fence needed to be removed or relocated in the future they would be responsible for the removal and reinstallation, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission present.

POLICE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Police Chief Brian Stephens gave a verbal report stating that it had been a busy month.

FIRE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Fire Chief Jody Pricket gave a verbal report and stated that the county polaris has been delivered and has actually been used 2 times, the new addition at the fire department for the new truck is coming along and hopes to start Hydrant testing soon.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; City Manager Jerry Elkins stated that with all the projects going on that he could honestly say the public works department has been busy, and that he would start running the ad for the new pedestrian bridge in about 2 weeks.

BUILDING AND ZONING DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Director Larry Krul stated that several of the businesses had begun to spruce up their exteriors and that the Valhalla resort building is going well and they had brought in plans for 5 cottages that have not yet been approved.

PURCHASES AND BIDS; NONE

ORDINANCES; FIRST READING OF ORDINANCE 17-03-01 AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE PERSONNEL POLICIES AND PROCEDURES OF THE CITY OF HELEN, GEORGIA; Motion to approve the first reading made by Commissioner Judy Holloway, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission present.

RESOLUTIONS; NONE

CITY COMMISSION COMMENTS; Commissioner Cinnamon Spurlock stated she was glad to see town busy last week with visitors from Florida. Commissioner Judy Holloway asked City Manager Jerry Elkins to email the Commission important items that were discussed during the Monday staff meetings with the Department Heads, he stated he would be glad to do so.

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ADJOURNMENT; Motion to adjourn at 4:11 p.m. made by Commissioner Judy Holloway, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN