

**CITY OF HELEN
COMMISSION MEETING
MARCH 18, 2014
3:00 P.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 4, 2014
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
 - A. CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE FOR SERGIO CORDOBA D/B/A THE HOOCH, FOR BEER ON PREMISES AND SUNDAY SALES, LOCATED AT 16 CHATTAHOOCHEE STRASSE.
 - B. CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE FOR BRUCE ALAN JOHNSON D/B/A ROUTE 75 ROADHOUSE LLC, FOR BEER ON PREMISES, WINE ON PREMISES, LIQUOR POURING, AND SUNDAY SALES LOCATED AT 8065 SOUTH MAIN STREET, SUITE 900.
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE
 - A. FINANCIAL REPORT
 - B. CONSIDERATION AND DISCUSSION OF AMENDING THE CITY CODE FOR MEMBERSHIP TO THE BOARD OF APPEALS.
 - C. CONSIDERATION AND DISCUSSION OF AMENDING THE CITY CODE BY CREATING A NEW ORDINANCE TO ALLOW AND "ANCILLARY TASTING LICENSE" BY BUSINESSES THAT MEET THE EXISTING ORDINANCE REQUIREMENTS FOR A GROWLER ALCOHOL LICENSE.
 - D. DISCUSSION TO TREE PLANTING AT CITY RIVERSIDE PARK
 - E. DISCUSSION OF OVERTIME PAY TO POLICE OFFICERS FOR SOWO EVENT

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

A. CONSIDERATION OF SIGN VARIANCE REQUEST TO ALLOW HOURS OF OPERATION TO SIGN AT GRANDMA'S HOUSE, POTTERY & COLLECTIBLES LOCATED AT 8770 NORTH MAIN STREET.

B. CONSIDERATION OF SIGN VARIANCE REQUEST TO ALLOW (2) 8' X 13' MURALS AT BAVARIAN MOUNTAIN MINIATURE GOLF & ARCADE CENTER LOCATED AT 8065 SOUTH MAIN STREET.

C. CONSIDERATION OF SIGN VARIANCE REQUEST TO ALLOW THE RELOCATION OF SIGN TO ROOF LINE AT COWBOYS & ANGELS LOCATED AT 60 CHATTAHOOCHEE STRASSE.

14. PURCHASES AND BIDS

A. DISCUSSION AND CONSIDERATION OF PURCHASING COMPUTERS FOR CITY HALL, TO UPDATE SYSTEM.

15. ORDINANCES

A. FIRST 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.

16. RESOLUTIONS

A. 14-03-01 A RESOLUTION OF THE CITY OF HELEN, GEORGIA AUTHORIZING A FINAL COMPREHENSIVE ADJUSTMENT TO FISCAL YEAR 2012-2013 BUDGETARY APPROPRIATIONS.

17. EXECUTIVE SESSION FOR POSSIBLE LITIGATION

18. CITY COMMISSION COMMENTS

19. ADJOURNMENT

THIS AGENDA WAS POSTED MARCH 14, 2014 @ 11:30 A.M.

THIS AGENDA WAS AMENDED AND POSTED MARCH 18, 2014 @ 8:40 A.M.

**CITY OF HELEN
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3:00 P.M.
MINUTES OF MEETING**

The Helen City Commission met on Tuesday March 18, 2014 at 3:00 p.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, Public Works Director Ross Hewell, Finance Officer Debbie Gerchman. Absent was Fire Captain Lee Poteat.

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 4, 2014 made by Commissioner Fred Garmon, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public; Mayor Judy Holloway asked is anyone from the audience wanted to discuss anything. Cliff Steinhouse stood and told the Commission he was speaking on behalf of the new Business Owners Association that is forming, and to let the City and Commission know that they wanted to work along with the City and the CVB in helping to promote Helen. Derek Long stood and said there is a lack of Communication and would like to see a more positive direction for the town. There was discussion of how the Hotel Motel taxes were split with the CVB. City Manager Jerry Elkins explained the State law requirements on what percentages are given to the CVB to spend on promoting the town. Commissioner Helen Wilkins stated that it is up to the Business owner to decide how successful they are, by being willing to work, putting in the long hours, and to have their shops open for people to come into. Commissioner Dona K Burke stated she does hope to see more special events, that the events are good for the City. Mayor Judy Holloway explained that the City provides the infrastructure for the town such as water, restrooms, streets, sewer, sidewalks. There was much more discussion on special events, grants, memberships to the CVB and Chamber of Commerce, by the attending public and Commissioners.

Consideration for approval of an Alcohol License for Sergio Cordoba D/B/A The Hooch for Beer on Premises and Sunday Sales located at 16 Chattahoochee Strasse. Motion to

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approve made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Consideration for Approval of Alcohol License for Bruce Alan Johnson D/B/A Route 75 Roadhouse LLC, for Beer on Premises, Wine on Premises, Liquor Pouring, and Sunday Sales, located at 8065 South Main Street, Suite 900. Motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Alpine Helen/White County CVB Monthly Report included as an integral part of the Minutes. CVB Director Jerry Brown was present and discussed the report.

Helen Chamber of Commerce monthly report was given by the Chamber Director Renee Chacon. She spoke of upcoming events such as the Trout Tournament, Bingo, and the Springfest.

Financial Report; Finance Officer Debbie Gerchman explained to the Commission that with the change to the purchase of auto tags the Ad valorem taxes are up and the sales tax is down due to not paying sales tax on vehicles. Commissioner Dona K Burke stated it was a good Financial Report and made a motion to approve the Financial Report, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Consideration and Discussion of amending the City Code for membership to the Board of Appeals. City Attorney Carl Free explained to the Commission that he could revise the membership requirements to match the requirements for the Planning Design and Review Board if that is what the Commission wants and will have it prepared for the next Commission meeting. He was instructed to do so by the Commission.

Consideration and discussion of amending the City Code by creating a new Ordinance to allow an "Ancillary Tasting License" by businesses that meet the existing Ordinance requirements for a Growler Alcohol License. City Attorney Carl Free stated that he did not include the tasting license in the first Ordinance because he had not been informed to include it, but had been looking at the Ordinance of the City of Roswell and thinks it would be a good example to go by when writing the new Ordinance to include "Ancillary Tasting", and also explained that most Cities charge a fee of between fifty dollars and two hundred dollars. Commissioner Dona K Burke stated she thought that a fee of one hundred dollars would be fair. City Attorney Carl Free stated he would draft the Ordinance for the first reading at the next Commission meeting.

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Discussion of tree planting at City Riverside Park. Commissioner Fred Garmon stated he would like to withdraw his previous request to plant additional trees at the park, and believes that to install signs prohibiting Organized Sports events would be sufficient. Motion to put up signs prohibiting Organized Sports events in the City Riverside Park made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Discussion of overtime pay to police officers for the SOWO event. Police Chief Jim Couch explained the extra need for Police officers at the SOWO event and plans to ask for aide from the White County Sheriff's office and the Georgia State Patrol and had prepared a chart explaining the expected overtime hours and suggested rate of pay. City Manager Jerry Elkins stated that the event needs to be approved at the PDRB meeting and by the City Commission. Motion to approve pay rates as submitted for the City of Helen Police officers at twenty five dollars per hour, total of \$6300.00 to be paid to the City of Helen by the SOWO event, and approval of the request for payment from SOWO two weeks prior to the event made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Police Department Monthly report; Report included as an integral part of the Minutes. Police Chief Jim Couch was present and reported that the installation of the new Interact software and training was complete, and had been able to save money on the installation by having Heidi Groce do the work of transferring the data to the new system, also that paper would be saved by having the new system, and would like to possibly have new tablets for the officers to use while on patrol, and to possibly have a secured wi-fi system installed in the downtown area for the police department that would allow running tags and history reports while in the field.

Fire Department monthly report; None. Fire Captain Lee Poteat not present for the meeting.

Public Works, Water and Waste Water Monthly report. Report included as an integral part of the Minutes. Public Works Director Ross Hewell was present and informed the Commission that the Gas company installing the gas line to Paul's Steakhouse had cut the City's main water line and had to turn the water off to several businesses, also of the damage to the flower bed there that would need to be repaired along with cleaning up the street of mud that had ran down Munich Strasse.

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Building and Zoning Department;

Consideration of sign variance request to allow hours of operation to sign at Grandma's House, Pottery & Collectibles located at 8770 North Main Street. Application and pictures included as an integral part of the minutes. Business owner Dona K Burke stated the variance requested was because of the business being in 2 rooms of her home, that she lives at the location and will only be open for business 2 days a week and wants people to know her hours, and days of operation so on days she is not open, the sign should help. Motion to approve the sign variance to include days and hours open made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a majority vote of the Commission. Commissioner Dona K Burke abstained from the vote.

Consideration of sign variance request to allow (2) 8' x 13' murals at Bavarian Mountain Miniature Golf & Arcade Center, located at 8065 South Main Street. Application and pictures included as an integral part of the minutes. Motion to approve by Commissioner Fred Garmon, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Consideration of sign variance request to allow the relocation of approved sign, above the roof line at Cowboys & Angels, located at 60 Chattahoochee Strasse. Application and pictures included as an integral part of the minutes. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Purchases and Bids. Consideration and discussion of the purchase of new computers to update the operating system for City Hall. City Clerk Marilyn Chastain explained that the existing computers run on Windows XP and will no longer be updated by Microsoft after April 1, 2014 making the current system venerable to attack, and the need to update to Windows 7. Copy of cost quoted included as an integral part of the minutes. Motion to approve the purchase of the new computers made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Ordinances; First 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, Ordinance read by Commissioner Jeff Ash. 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.

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Resolutions; 14-03-01 a Resolution of the City of Helen, Georgia authorizing a Final Comprehensive adjustment to Fiscal Year 2012-2013 Budgetary Appropriations. Motion to approve Resolution 14-03-01 made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Executive Session for Possible for possible litigation. Motion to go into Executive Session at 5:08 p.m. made by Commissioner Fred Garmon, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Motion to come out of Executive Session and resume the regular Commission meeting at 5:28 p.m. made by Commissioner Fred Garmon, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission. No action or motions were made resulting from the Executive Session.

City Commission Comments; None were given.

Adjournment; Motion to adjourn the Commission meeting at 5:33 p.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY SUBMITTED,

CITY CLERK MARILYN CHASTAIN