

**CITY OF HELEN
COMMISSION MEETING
JULY 7, 2015
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR DONA K BURKE
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM JUNE 16, 2015
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ADMINISTRATIVE OPERATIONS
 - A. DISCUSSION OF CROSS WALK SIGNS
 - B. CONSIDERATION OF MRS. TERRI SIMS TO THE LIBRARY BOARD
8. POLICE DEPARTMENT OPERATIONS
9. FIRE DEPARTMENT OPERATIONS
10. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS
11. BUILDING AND ZONING OPERATIONS
12. PURCHASES AND BIDS
13. ORDINANCES
14. RESOLUTIONS
15. EXECUTIVE SESSION FOR PERSONNEL
16. CITY COMMISSION COMMENTS
17. ADJOURNMENT

THIS AGENDA WAS POSTED JULY 2, 2015 @ 11:00 A.M.

**CITY OF HELEN
COMMISSION MEETING
JULY 7, 2015
MINUTES OF MEETING**

The Helen City Commission met on Tuesday July 7, 2015 in the Commission Chambers at Helen City Hall with Mayor Dona K Burke calling the meeting to order at 10:00 a.m.

City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Fred Garmon, Commissioner Helen Wilkins, Mayor Dona K Burke, Commissioner Judy Holloway, Commissioner Jeff Ash.

Also attending were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Jim Couch, Fire Captain Lee Poteat, Public Works Director Ross Hewell, Building & Zoning Director Larry Krul.

Pledge of Allegiance to the Flag was given.

Approval of Agenda; Motion to amend the Agenda by adding under Administrative as item C. Consideration of allowing North Georgia Network/HEMC to install 1 - 50 ft pole at the White Street water tank, & 1 - 50 ft pole at the Hex Strasse water tank, and install equipment on the railing of the Hex Strasse water tank for the transmission of Fiber Optic to the Helen Library, In exchange for the use of City property, NGN/HEMC to provide fiber optic service to the City of Helen Buildings at no cost, made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

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

Approval of Minutes from June 16, 2015; Motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public; Citizen Walt Nelson addressed the Commission concerning his children being asked by the police department to close their Lemonade stand they had set up on July 4th. Mayor Dona K Burke brought attention of the requirement for Business License, and rules that are part of the City Ordinances that Businesses are required to have. City Manager Jerry Elkins stated there is an Ordinance also regarding no temporary structures. No motions were made.

Administrative Operations

A. Discussion of Cross Walk Signs; City Manager Jerry Elkins stated he has had 100 Complaints, and 100 Compliments about the new cross walk signs. There was discussion of adding signs and of moving some of the signs in the downtown area to the sidewalk to see if this helps with vehicles being able to pass. No motions were made

**CITY OF HELEN
COMMISSION MEETING
JULY 7, 2015
MINUTES OF MEETING
PAGE 2**

B. Consideration of appointing Mrs. Terri Sims to the Library Board. Motion to approve the appointment of Mrs. Terri Sims to the Library Board made by Commissioner Fred Garmon, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

C. Consideration of allowing North Georgia Network/ HEMC to install 1, 50 ft pole at the White Street water tank, & 1, 50 ft pole at the Hex Strasse water tank, and install equipment on the railing of the Hex Strasse water tank for the transmission of Fiber Optic to the Helen Library, in exchange for use of City property, NGN/HEMC to provide Fiber Optic service to the City of Helen buildings at no cost to the City. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

Police Department Operations; Police Chief Jim Couch stated the action plan for July 4th worked well, and that the Georgia State Patrol commander also stated things went well, that there were no major issues.

Fire Department Operations; Captain Lee Poteat stated the Fire Department had personnel set up on the North and South ends of town and that he was stationed in the Middle for calls on the 4th of July and all went well. Commissioner Judy Holloway stated that a local citizen had praised the Fire Department on how a call was handled at his home.

Public Works, Water and Waste Water Operations; Public Works Director Ross Hewell stated that there had been a large amount of trash picked up on the 4th, and that he would discuss with DOT about the type of signs to install by the Putt Putt Golf, and Gold panning shop warning traffic of the congested area, and that there would need to be more cross walk signs ordered that are not in the Current budget. Commissioner Helen Wilkins made a motion to allow City Manager Jerry Elkins the authority to purchase additional cross walk signs, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Building & Zoning Operations; Director Larry Krul stated he had met with JT Gangwall concerning the new Holiday Inn Express and stated they were hiring a construction manager to oversee the building and hope to begin construction very soon, he also commented that the other Motel was being worked on slowly making progress. The next item discussed were plans submitted by United Community Bank asking to construct a drainage wall.

**CITY OF HELEN
COMMISSION MEETING
JULY 7, 2015
MINUTES OF MEETING
PAGE 3**

City Manager Jerry Elkins stated the plans show that it will be built on City owned property. Mayor Dona K Burke stated she is not for allowing the Bank to build a wall on City property. City Manager Jerry Elkins stated that the Special Events Ordinance needs to be redone in order for better control. City Attorney Carl Free stated the Ordinance does need to be tweaked for the permitting process. There was discussion of how the Riverside Park is being used. Commissioner Jeff Ash made a motion to began converting the Riverside Park to a walk only park by removing the picnic tables and grills, he amended the motion to allow as per the City Ordinance the City Manager authority to make changes to the rules concerning use of the Park and for enforcement of the Park rules, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Purchases and Bids; None

Ordinances; None

Resolutions; None

Executive Session for Personnel; Motion to go into Executive Session at 11:25 a.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Regular Commission meeting resumed at 11:55 a.m.

No motions were made as a result of the Executive Session.

City Commission Comments; Commissioner Jeff Ash stated he was glad that no one was hurt during the Fireworks, as did Commissioner Helen Wilkins. Commissioner Judy Holloway stated someone had complained to her about smoking at the front door area, and asked if it could be moved, City Manager Jerry Elkins stated that it would be moved away from the front door.

Adjournment; Motion to adjourn at 12:04 p.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN