

**CITY OF HELEN
COMMISSION MEETING
MARCH 21, 2023
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR JEFF ASH
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. SALUTE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM FEBRUARY 21, 2023, MARCH 14, 2023
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ALPINE HELEN/WHITE COUNTY C.V.B. MONTHLY REPORT
8. ADMINISTRATIVE
 - A. UPDATE FROM CITY MANAGER OF CURRENT PROJECTS
 - B. FINANCIAL REPORT
9. POLICE DEPARTMENT MONTHLY REPORT
10. FIRE DEPARTMENT MONTHLY REPORT
11. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
12. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT
13. PURCHASES AND BIDS
14. ORDINANCES; CORRECTIVE ORDINANCE OF THE CITY OF HELEN, GEORGIA, APPROVING THE ANNEXATION OF PROPERTY INTO THE CITY OF HELEN, PURSUANT TO CHAPTER 36 OF TITLE 36 OF THE OFFICIAL CODE OF GEORGIA, AS ORIGINALLY ADOPTED ON OCTOBER 18, 2022
15. EXECUTIVE SESSION TO DISCUSS PERSONNEL AND PENDING OR POTENTIAL LITIGATION
16. CITY COMMISSION COMMENTS

17. ADJOURNMENT

**THIS AGENDA WAS POSTED MARCH 15, 2023 @ 2:45 P.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
MARCH 21, 2023
MINUTES OF MEETING**

The Helen City Commission met on Tuesday March 21, 2023 in the Commission Chambers at Helen City Hall. Mayor Jeff Ash called 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 Cliff Hood, Commissioner Steve Fowler and Commissioner Cinnamon Sullivan. Also attending were Finance Officer Mona Wood, City Manager Darrell Westmoreland, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Aletha Barrett, Fire Chief Jody Prickett, Building & Zoning Director Jonah Casper, Public Works Director Jack Morgan was absent.

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA; Motion to Amend with the addition as 7B Chamber of Commerce Report, and as 8C Workshop update and approve Agenda with amendments made by Commissioner Cliff Hood, 2nd by Commissioner Cinnamon Sullivan. Motion approved with a unanimous vote of the Commission.

APPROVAL OF MINUTES FROM FEBRUARY 21, 2023, MARCH 14, 2023; Motion to approve the February 21, 2023 Minutes made by Commissioner Fred Garmon, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

Motion to approve the Minutes from March 14, 2023 made by Commissioner Steve Fowler, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; Jeff Hogsed explained some things he has planned for the property of the old amusement park and old car wash building. He asked if the City would approve a cross walk from the water park property to the amusement park property for safety concerns and inquired about approval of the Special event permit that had been approved by the PDRB with recommendation for approval of the City Commission for the Carnival. Motion to approve the Special Event Carnivals on July 20 to September 3rd and November 23 to December 31st made by Commissioner Steve Fowler, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

Motion to approve installing a cross walk on Edelweiss Strasse at the old Carwash to the water park property as recommended by the Police Chief made by Commissioner Fred Garmon, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

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ALPINE HELEN/WHITE COUNTY C.V.B. MONTHLY REPORT; Director Jerry Brown asked if the City would consider purchasing 41 banners for the upcoming Songwriters Festival at a cost of \$2983.50. Commissioner Steve Fowler made a motion to split the cost with the Welcome Center with each contributing up to \$1500.00, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

7 A. Helen Chamber of Commerce monthly report. Verbal report given by Judy Holloway.

White County Chamber representative Beth Truelove explained a study to be done on the workforce and housing called the 2030 Vision that was originally voted on in 2019 to see if the City of Helen would be interested in being part of the study along with the County and City of Cleveland, and would help fund the project at a cost of \$2,000. Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Cinnamon Sullivan. Motion approved with a unanimous vote of the Commission.

UPDATE FROM CITY MANAGER OF CURRENT PROJECTS; Fletcher Holliday of EMI updated the Commission on well development and explained the estimated cost of drilling a new well below the current one at the Lenzen property at a cost of approximately \$54,000 and the estimated cost to bring the current well up to EPD standards \$60,000 to \$80,000. Motion made by Commissioner Steve Fowler to proceed with applying with the State for a new well on the Lenzen property, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

Next discussed was the pond on the Wilkins property, Fletcher Holliday of EMI explained the Contractor has drained the pond and that dredging while empty would be considerably less than while filled but will need to get the cost from the contractor and added to the original cost. Motion to approve going ahead and dredging the pond while empty made by Commissioner Steve Fowler, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

FINANCIAL REPORT; Finance Officer Mona Wood gave a verbal report with written report included as an integral part of the Minutes. Commissioner Cliff Hood suggested a 5 year Capital project plan and to look at the budgeted items. Motion to approve the Financial Report made by Commissioner Cliff Hood, 2nd by Commissioner Cinnamon Sullivan. Motion approved with a unanimous vote of the Commission.

POLICE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Police Chief Aletha Barrett was present and gave a verbal report as well. Chief Barrett explained that her officers had hand delivered notices to businesses that had not paid their Occupational tax and informed them of citations that would be written if not

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paid by March 31st. All but seven had been in and paid. Attorney Carl Free stated that an Ordinance change could be looked at.

FIRE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Fire Chief Jody Prickett was present and gave a verbal report.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Report included as an integral part of the Minutes.

BUILDING AND ZONING DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Building & Zoning Director Jonah Casper was present and gave a verbal report.

PURCHASES AND BIDS; None

Commissioner Cinnamon Sullivan told the Commission that she had been approached by the Coordinator of the VW Car show to see if the Commission will allow parking of a VW in the Market Platz during the car show event and of the free publicity allowing so will do. Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Cinnamon Sullivan. Motion approved with a unanimous vote of the Commission.

ORDINANCES; CORRECTIVE ORDINANCE OF THE CITY OF HELEN, GEORGIA, APPROVING THE ANNEXATION OF PROPERTY INTO THE CITY OF HELEN, PURSUANT TO CHAPTER 36 OF TITLE 36 OF THE OFFICIAL CODE OF GEORGIA, AS ORIGINALLY ADOPTED ON OCTOBER 18, 2022; Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

EXECUTIVE SESSION TO DISCUSS PERSONNEL AND PENDING OR POTENTIAL LITIGATION; Motion to go into Executive Session at 11:55 a.m. made by Commissioner Steve Fowler, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

Motion to resume the regular Commission meeting at 12:28 p.m. made by Commissioner Fred Garmon, 2nd Cinnamon Sullivan. Motion approved with a unanimous vote of the Commission.

There were no motions made as a result of the Executive Session.

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CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn at 12:30 p.m. made by Commissioner Steve Fowler, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN