

**CITY OF HELEN
COMMISSION MEETING
NOVEMBER 12, 2019
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 OCTOBER 8, 2019 AND OCTOBER 23, 2019 COMMISSION MEETINGS
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. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS
 - B. FINANCIAL REPORT
 - C. DISCUSSION OF THE REQUIREMENT FOR ALL PROPERITES TO DISPLAY 911 ADDRESS
 - D. DISCUSSION FOR APPROVAL THE APPLICATION OF ELI OLIVER D/B/A/ALPINE BREW & BOTTLE HAUS LOCATED AT 8287 S. MAIN STREET FOR A 2020 ALCOHOL LICENSE FOR BEER PACKAGE, WINE PACKAGE, & LIQUOR PACKAGE
 - E. DISCUSSION FOR APPROVAL THE APPLICATION OF RUSSELL KANIUK OF B&Y RESTAURANT, INC D/B/A ALPINE BREW DECK LOCATED AT 11 RIVER STREET FOR A 2019 ALCOHOL LICENSE FOR BEER ON PREMISES, WINE ON PREMISES, AND 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 MONTHLY REPORT
14. PURCHASES AND BIDS

15. ORDINANCES; SECOND READING; ORDINANCE 19-10-01 AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO ANNEX PROPERTY INTO THE CITY OF HELEN, PURSUANT TO CHAPTER 36 OF TITLE 36 OF THE OFFICIAL CODE OF GEORGIA ANNOTATED; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER REQUIREMENTS REGARDING THE ANNEXATION;

B. ORDINANCE 19-11-01; FIRST READING; AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF HELEN, GEORGIA, BY THE AMENDMENT OF CHAPTER 67, HORSE DRAWN CARRIAGES FOR HIRE

16. RESOLUTIONS

17. EXECUTIVE SESSION TO DISCUSS POSSIBLE LITIGATION AND PROPERTY ACQUISITION

18. CITY COMMISSION COMMENTS

19. ADJOURNMENT

**THIS AGENDA WAS POSTED NOVEMBER 8, 2019 @ 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
NOVEMBER 12, 2019
MINUTES OF MEETING**

The Helen City Commission met on Tuesday November 12, 2019 in the Commission Chambers at Helen City Hall with Mayor Cinnamon Spurlock calling the meeting to order at 10:00 a.m.

ROLL CALL BY CITY CLERK MARILYN CHASTAIN; Present were Mayor Cinnamon Spurlock, Commissioner Jeff Ash, Commissioner Steve Fowler, Commissioner Geneva Elwell, and Commissioner Lee Landress.

Also attending were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Finance Officer Mona Wood, Police Captain Mark Harris, Fire Chief Jody Prickett, Public Works Director Ross Hewell, and Building & Zoning Director Darrell Westmoreland.

PLEDGE OF ALLEGIANCE TO THE FLAG

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

APPROVAL OF MINUTES FROM OCTOBER 8, 2019 AND OCTOBER 23, 2019 COMMISSION MEETINGS; Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public; Resident and Planning, Design & Review Board member Linda McAllister stood and addressed the Commission by asking the status of what is happening with the previous discussion of improvements to the playground equipment, lighting, sidewalks, and public restrooms at Pete's Park. She then stated she is proud of the Christmas decorations and the attention they are getting, but that she was unaware that the installation of the decorating had been put out for bid or discussed at a public meeting and wanted it put on record that she is concerned that the Commission is being not being transparent about decisions being made in an open meeting.

Mayor Cinnamon Spurlock stated her prior hopes for Pete's Park were to include restrooms, sidewalks, and playground equipment.

Phyliss Hann spoke in favor of new restrooms at Pete's Park.

Commissioner Jeff Ash stated that the Helen Hill and restrooms behind the Arts Center had been neglected and needs to be cleaned up, and that the concerns were points well taken, that getting the Christmas lights up has been hard for 15 years and does have people working on them but to please understand that the city has recently lost 3 employees that normally helps in the installation of the decorations.

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Mayor Cinnamon Spurlock wanted to thank the Bridge Church for sending a large group of church members to Helen to do a litter pick-up.

Joel Cauldwell of Alpine Trains asked to have consideration of a change to his route to include being allowed to turn into Paul's Steakhouse to pick up patrons and then to re-enter the highway turning left from Paul's parking lot. Motion from Commissioner Jeff Ash to approve after receiving a letter from RT Turner stating that he is giving permission for the train to pick up from there and after review for approval from the Police Chief, 2nd by Commissioner Steve Fowler. Motion was approved. Mayor Cinnamon Spurlock stated she has a safety concern allowing a left turn.

Chris Seymour of Alpine Carriage asked the Commission to extend the time on allowing the Carriages to use the City property until the Martin Luther King holiday on January 21, 2020 stating they are having a difficult time finding property to lease for the Carriage rides. Commissioner Jeff Ash made a motion to approve extending the Occupational Tax certificates and regulatory fees thru January 21, 2020, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

HELEN/WHITE COUNTY CVB MONTHLY REPORT; Report included as an integral part of the Minutes. Director Jerry Brown was absent.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; Report included as an integral part of the Minutes. Director Renee Green was absent.

ADMINISTRATIVE OPERATIONS

UPDATE FROM CITY MANAGER ON CURRENT PROJECTS; City Manager Jerry Elkins stated current projects are the well and water tank projects and are waiting on test reports on the well and preparing to take bids for the water tank project, and delivery of the playground equipment for Riverside park is scheduled for November 15th.

FINANCIAL REPORT; Commissioner Jeff Ash made a motion to approve the Financial Report, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

City Manager Jerry Elkins stated the LMIG Grant for paving had been approved.

DISCUSSION OF THE REQUIREMENT FOR ALL PROPERITES TO DISPLAY 911 ADDRESS; It was approved and decided to have City Attorney Carl Free to draft an ordinance with requirements.

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DISCUSSION FOR APPROVAL THE APPLICATION OF ELI OLIVER D/B/A/ALPINE BREW & BOTTLE HAUS LOCATED AT 8287 S. MAIN STREET FOR A 2020 ALCOHOL LICENSE FOR BEER PACKAGE, WINE PACKAGE, & LIQUOR PACKAGE; Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

DISCUSSION FOR APPROVAL THE APPLICATION OF RUSSELL KANIUK OF B&Y RESTAURANT, INC D/B/A ALPINE BREW DECK LOCATED AT 11 RIVER STREET FOR A 2019 ALCOHOL LICENSE FOR BEER ON PREMISES, WINE ON PREMISES, AND SUNDAY SALES; Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission. Commission agreed to refund the license fee for 2019 if not opened during 2019.

POLICE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Police Chief Brian Stephens was not present but Captain Mark Harris gave a verbal report.

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

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Report included as an integral part of the Minutes. Director Ross Hewell was present.

BUILDING AND ZONING MONTHLY REPORT; Report included as an integral part of the Minutes. Director Darrell Westmoreland was present. Craig Sowerby requested a sign variance for use at new location for Carriage ride that could be removed when not operating like a metal yard type. Mayor Cinnamon Spurlock suggested a menu type sign, Commissioner Lee Landress suggested a permanent type sign. It was decided to get a more detailed design, size and type from the Carriage Company before approval.

PURCHASES AND BIDS; None

ORDINANCES; SECOND READING; ORDINANCE 19-10-01 AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO ANNEX PROPERTY INTO THE CITY OF HELEN, PURSUANT TO CHAPTER 36 OF TITLE 36 OF THE OFFICIAL CODE OF GEORGIA ANNOTATED; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER REQUIREMENTS REGARDING THE ANNEXATION; Motion to approve the second reading and table final approval until the

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December Commission meeting made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

B. ORDINANCE 19-11-01; FIRST READING; AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF HELEN, GEORGIA, BY THE AMENDMENT OF CHAPTER 67, HORSE DRAWN CARRIAGES FOR HIRE; Motion to approve the first reading with the affective date changed to January 21, 2020 made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

RESOLUTIONS; None

EXECUTIVE SESSION TO DISCUSS POSSIBLE LITIGATION AND PROPERTY ACQUISITION; Motion to go into Executive Session at 11:12 a.m. made by Commissioner Jeff Ash, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

The regular meeting resumed at 11:50 a.m. with the motion to resume made by Commissioner Jeff Ash, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

Motion as a result of the Executive Session to continue with the purchase and due diligence period of property located at 217 Blumen Weg owned by Jane Lenzen and Shane P. Lenzen containing approximately 3.41 acres at a purchase price of \$162,000.00 and adjoining approximately 2.04 acres at a purchase price of \$30,000.00 owned by Jane Lenzen and Steven C. Walsh made by Commissioner Jeff Ash, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

CITY COMMISSION COMMENTS; Motion to authorize City Manager Jerry Elkins authority to move forward with planning and choosing a local restaurant to cater the employee Christmas dinner made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission

ADJOURNMENT; Motion to adjourn at 11:55 a.m. made by Commissioner Lee Landress, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN