

**CITY OF HELEN
COMMISSION MEETING
JANUARY 6, 2015
10:00 A.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. NOMINATION AND VOTE FOR MAYOR
5. NOMINATION AND VOTE FOR MAYOR PRO TEMPORE
6. ADMINISTRATION OF OATH OF OFFICE TO MAYOR, AND MAYOR PRO TEMPORE
7. APPROVAL OF AGENDA
8. APPROVAL OF MINUTES FROM DECEMBER 16, 2014
9. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
10. ADMINISTRATIVE OPERATIONS
 - A. DISCUSSION AND CONSIDERATION OF ALLOWING J&K STARS AUTOGRAPHS/DELI SANDWICHES TO APPLY AMOUNT OF \$175.00 THAT WAS PAID FOR 2014 AS PRO-RATED OCCUPATIONAL TAX TO GO TOWARD THEIR 2015 OCCUPATIONAL TAX SINCE THEY WERE UNABLE TO OPEN AS EXPECTED IN 2014
11. POLICE DEPARTMENT OPERATIONS
12. FIRE DEPARTMENT OPERATIONS
13. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS
14. BUILDING AND ZONING OPERATIONS
15. PURCHASES AND BIDS
16. ORDINANCES
13. RESOLUTIONS

A. RESOLUTION # 15-01-01, A RESOLUTION TO RECERTIFY THE CITY OF HELEN AS A GEORGIA CERTIFIED CITY OF ETHICS UNDER THE GEORGIA MUNICIPAL ASSOCIATION CERTIFIED CITY OF ETHICS PROGRAM.

14. CITY COMMISSION COMMENTS

15. ADJOURNMENT

THIS AGENDA WAS POSTED JANUARY 2, 2015 AT 11:00 A.M.

**CITY OF HELEN
COMMISSION MEETING
JANUARY 6, 2015
10:00 A.M.
MINUTES OF MEETING**

The Helen City Commission met on Tuesday January 6, 2015 in the Commission Chambers at Helen City Hall, with Mayor Judy Holloway 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 Judy Holloway, Commissioner Dona K Burke, Commissioner Jeff Ash.

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

Pledge of Allegiance to the Flag was given.

Mayor Judy Holloway asked for a motion to amend the Agenda by presenting Plaques to City of Helen Police Officer Ken Ridley for 5 years of service, City of Helen Commissioner Dona K Burke for 10 years of service, and to set the Qualifying fee for Commission seats at \$35.00, Motion was made by Commissioner Dona K Burke, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

Nomination and Vote for Mayor; Motion to appoint Commissioner Dona K Burke as Mayor made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Nomination and Vote for Mayor Pro Tempore; Motion to appoint Commissioner Fred Garmon as Mayor Pro Tempore made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Administration of Oath of Office to Mayor, and Mayor Pro Tempore; Oath of office as Mayor to Dona K Burke and as Mayor Pro Tempore to Fred Garmon were given by City Clerk Marilyn Chastain.

Mayor Dona K Burke chaired the remainder of the Commission meeting after her Oath of office was given.

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Approval of Agenda; Motion to approve the Agenda made by Commissioner Helen Wilkins, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

Approval of Minutes from December 16, 2014 Commission meeting; Motion to approve the Minutes made by Commissioner Judy Holloway, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public; Tim Golding of Helen's Country Cafe informed the Commission that he would like for Helen to participate in getting in the Genius Book of World records by building a Ginger Bread replica of the City, stating that he thinks that the publicity would help boost the economy. No motions were made, but he was asked by the Commission to get more information on participating.

Administrative Operations;

A. Discussion and Consideration of allowing J&K Stars Autographs/Deli Sandwiches to apply amount of \$175.00 that was paid for 2014 as Pro-rated Occupational Tax to go toward their 2015 Occupational Tax since they were unable to open as expected in 2014; Motion to approve applying amount of \$175.00 to J&K Stars Autographs/Deli Sandwiches 2015 Occupational Tax made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

City Manager Jerry Elkins reminded the Commission of the tree planting on Arbor Day February 20th at 10:00 a.m., and asked the Commission to consider what type of tree or trees they would like to plant and where. There was discussion of planting in the Riverside park and at the new Public Works building.

Police Department Operations; Police Chief Jim Couch stated they had a great year, and have gotten a letter from GCIC stating their audit had been good, also that his officers had completed an average of 49 hours of training each, that POST only requires 20 hours and is very proud of his officers. He informed the Commission that the White Christmas was a huge success and thanked all that helped. He stated that 18 children, 23 families, and 18 senior citizens were helped with over \$14,000.00 being raised and spent for this occasion.

Fire Department Operations; Fireman Johnathan Sutton informed the Commission that the number of calls were up from this time last year. He also stated that the department was looking at becoming certified to be able to administer enhanced services during medical emergencies.

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Public Works, Water and Waste Water Operations; Public Works Director Ross Hewell informed the Commission that they were starting to take down some of the Christmas decorations and asked the Commission if they preferred to leave some of the decorations up until after Fashing, which after discussion it was decided to leave the lights on the Christmas trees in the Market Platz and as in the past some of the larger hard lights such as the arches and nutcrackers etc. Mayor Dona K Burke inquired about replacing the bucket truck. City Manager Jerry Elkins stated that he and Public Works Director Ross Hewell had priced some trucks online and estimates the cost to be about \$90,000.00. Commissioner Jeff Ash asked if a low interest rate loan could be obtained for this, with City Manager Jerry Elkins stating that there could possibly be a Lease purchase loan thru GMA for a 5 year term, but that he would research both the truck and loan further.

Building and Zoning Operations; Director Larry Krul informed the Commission that he had received today, a new set of preliminary plans for the Holiday Inn Express reducing the original building size by 13 feet, this reduced size is because of bad soil conditions that were found during the soil testing and would be extremely costly to remove. No building permit has been issued.

Purchases and Bids; None

Ordinances; None

Resolutions;

A. Resolution 15-01-01, A RESOLUTION TO RECERTIFY THE CITY OF HELEN AS A GEORGIA CERTIFIED CITY OF ETHICS UNDER THE GEORGIA MUNICIPAL ASSOCIATION CERTIFIED CITY OF ETHISC PROGRAM. Resolution 15-01-01 was read by City Manager Jerry Elkins. Motion to approve Resolution 15-01-01 was made by Commissioner Helen Wilkins, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

City Commission Comments; Commissioner Judy Holloway thanked everyone for working together in getting things done during 2014. Commissioner Helen Wilkins congratulated Dona K Burke on her 2nd term as Mayor and Judy Holloway for her last term as Mayor. Commissioner Fred Garmon stated the article that had been printed in the New York Times had implied the City has a problem that does not exist, and that he supports our Officers and the City. City Manager Jerry Elkins stated that during the interview the reporter had stated they were looking for other news to report because of the Ferguson trial.

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City Manager Jerry Elkins stated he appreciates all the Commission does for the employees and the City, and that he appreciates the accomplishments that have been made during 2014.

Adjournment; Motion to adjourn at 10:44 a.m. made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN