

**CITY OF HELEN
COMMISSION MEETING
AUGUST 20, 2013
3:00 P.M.
AGENDA**

1. CALL TO ORDER BY MAYOR LYNN WHITENER
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM AUGUST 6, 2013

APPROVAL OF CORRECTION TO MINUTES OF MAY 21, 2013, CORRECTING TYPING ERROR. MINUTES AND AGENDA SHOULD HAVE SAID; SECOND READING OF ORDINANCE 13-05-01, WHICH WAS TYPED AS ORDINANCE 13-04-01.
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. ADMINISTRATIVE
 - A. Financial Report
 - B. Continued Discussion for Consideration of 195 foot Monopole being installed by ATT on the White Street water tank.
 - C. Continued discussion for Consideration of Tubing Busses using Ridge Road when pulling trailers from previous Commission meeting on August 6, 2013.
9. FIRE DEPARTMENT MONTHLY REPORT
10. POLICE DEPARTMENT MONTHLY REPORT
11. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
12. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT
 - A. Discussion and Consideration of allowing Rib Country Restaurant access from their deck to the sidewalk behind the Public Restrooms.
13. ORDINANCES
14. RESOLUTIONS

15. PURCHASES AND BIDS

16. CITY COMMISSION COMMENTS

17. ADJOURNMENT

THIS AGENDA WAS POSTED

**CITY OF HELEN
COMMISSION MEETING
AUGUST 20, 2013
3:00 P.M.
MINUTES OF MEETING**

The Helen City Commission met on Tuesday August 20, 2013 at 3:00 p.m. in the Commission Chambers at Helen City Hall.

Mayor Lynn Whitener called the meeting to order at 3:00 p.m. City Clerk Marilyn Chastain called the roll and the following were present: Commissioner Judy Holloway, Commissioner Helen Wilkins, Mayor Lynn Whitener, Commissioner Dona K Burke, and Commissioner Jeff Ash. Also present were: City Manager Jerry Elkins, City Attorney Carl Free, Police Chief Jim Couch, Fireman Lee Poteat and City Clerk Marilyn Chastain.

Motion to approve the Agenda made by Commissioner Judy Holloway, 2nd by Commissioner Helen Wilkins.

Motion approved with a unanimous vote of the Commission.

Motion to approve the Minutes from the August 6, 2013 Commission meeting made by Commissioner Dona K Burke, 2nd by Commissioner Helen Wilkins.

Motion approved with a unanimous vote of the Commission.

Motion to approve the typing error from the Minutes and Agenda of May 21, 2013 which read Second Reading of Ordinance 13-04-01 and should have said Second Reading of Ordinance 13-05-01 made by Commissioner Dona K Burke, 2nd by Commissioner Judy Holloway.

Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public: None

Alpine Helen/White County CVB Monthly Report included as an integral part of the Minutes. Director Jerry Brown was out of town and unable to attend the meeting.

Administrative:

City Manager Jerry Elkins asked the Commission to allow moving up Item A. under Building and Zoning, Discussion and Consideration of allowing Rib Country Restaurant access from their deck to the sidewalk behind the Public Restrooms. Steve Welch the Contractor was present and informed the Commission that he had been able to locate railing to install that would match the railing that the City has on their property adjacent to Rib Country Restaurant, also that Amerigas is willing to remove the existing gas tank from the City property and relocate a gas tank for them on the other side of their building. City Manager Jerry Elkins reminded the Commission the Insurance liability policy should name the City as additional insured.

Commissioner Jeff Ash made a motion to approve the railing to match what the City has, and to require Rib Country to provide an insurance policy to include the City property if someone were to be injured on the stairway coming from Rib Country Restaurant onto City property, 2nd by Commissioner Dona K Burke.

Motion approved with a unanimous vote of the Commission.

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Financial Report. City Manager Jerry Elkins informed the Commission that the Financial report appears to be as scheduled. Finance Officer Debbie Gerchman was present.

Motion to approve the Financial Report made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway.

Motion approved with a unanimous vote of the Commission.

Continued discussion for consideration of 195 foot monopole being installed by ATT on the White Street water tank property. City Manager Jerry Elkins suggested that an insurance policy would need to be furnished by ATT and included in the agreement to add the City as an additional insured. Fireman Lee Poteat requested that training be provided for Tower rescue in the event there were a fall. City Manager Jerry Elkins stated that a price for the lease needed to be decided, and he thought an average is from \$800.00 per month to \$1900.00 per month. City Attorney Carl Free stated he had seen lease contracts from \$1000.00 to \$2000.00 per month. Commissioner Jeff Ash made a motion for \$1500.00 per month. City Commissioner Dona K Burke stated she thought that was too high. After more discussion, Commissioner Jeff Ash made a motion to lease the property requested at \$1250.00 per month in 3 year terms with a 10% increase upon renewals for 20 years, to install at no charge to the City any emergency public safety radio and electronics equipment to include antennas, cables, with the ability to mount a 19 inch rack mount in any building associated with the tower for equipment, and an un-interrupted power supply to include a back up power system at no cost to the City of Helen, also include tower rescue training to the fire department and agree to remove the tower if it becomes obsolete, 2nd by Commissioner Judy Holloway.

Motion approved with a unanimous vote of the Commission.

Discussion of Tubing Buses using Ridge Road when pulling trailers behind the buses.

Commissioner Dona K Burke suggested having a meeting with the Tubing companies later in the year to discuss solutions. Commissioner Jeff Ash suggested adding it to the Agenda for the second meeting in January.

Fire Department monthly report. Fireman Lee Poteat stated that July had been a busy month with 2 structure fires. He also stated that there needs to be Ordinances put in place concerning fire lanes.

Police Department monthly report is included as an integral part of the minutes. Police Chief Jim Couch informed the Commission that he had a good staff meeting and discussed crowd control. He also suggested the need for a location where people can go if a child is lost, or for an injury, and the need for more pre-planning for major events for emergency exits and the public's safety.

Public Works. City Manager Jerry Elkins stated that Public Works Director Ross Hewell is doing good after his surgery and hopes to be back to work in 3 to 4 weeks.

Ordinances: None

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Resolutions: None

City Commission Comments: Commissioner Helen Wilkins discussed the upcoming Music Fest and Street Dance.

Commissioner Jeff Ash made a motion to adjourn at 4:00 p.m., 2nd by Commissioner Judy Holloway.

Motion approved with a unanimous vote of the Commission

RESPECTFULLY SUBMITTED,

MARILYN CHASTAIN / CITY CLERK