

**CITY OF HELEN
COMMISSION MEETING
JANUARY 19, 2021
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. NOMINATION AND VOTE FOR MAYOR
5. NOMINATION AND VOTE FOR MAYOR PRO TEMPORE
6. OATH OF OFFICE TO MAYOR AND MAYOR PRO TEMPORE
7. APPROVAL OF AGENDA
8. APPROVAL OF MINUTES FROM DECEMBER 8, 2020
9. ADMINISTRATIVE OPERATIONS
 - A. DISCUSSION FOR APPROVAL OF ALCOHOL LICENSE FOR BLAKE RYAN SCHOLPP D/B/A ATLAS BREW HAUS LOCATED AT 369 EDELWEISS STRASSE FOR LIQUOR POURING, BEER ON PREMISES, WINE ON PREMISES, BREWERY LICENSE AND SUNDAY SALES
 - B. DISCUSSION OF SHORT TERM RENTALS
 - C. CONSIDERATION OF REINSTATING THE TENT VARIANCE
 - D. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS
 - E. FINANCIAL REPORT
 - F. BUDGET AMENDMENT & RESOLUTION 21-01-01
 - G. AUDIT REPORT FROM WAYNE TUCK OF WALKER, PIERCE & TUCK
10. HELEN/WHITE COUNTY CVB MONTHLY REPORT
11. HELEN CHAMBER OF COMMERCE MONTHLY REPORT

12. POLICE DEPARTMENT MONTHLY REPORT
13. FIRE DEPARTMENT MONTHLY REPORT
14. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
15. BUILDING AND ZONING MONTHLY REPORT
16. PURCHASES AND BIDS
17. ORDINANCES 20-11-01; SECOND READING, AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY THE AMENDMENT OF CHAPTER FOURTEEN: BUSINESSES; ARTICLE V: HOTELS OR MOTELS
18. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
19. EXECUTIVE SESSION TO DISCUSS POSSIBLE REAL ESTATE ACQUISITION, PENDING OR POTENTIAL LITIGATION, AND PERSONNEL
20. CITY COMMISSION COMMENTS
21. ADJOURNMENT

**THIS AGENDA WAS POSTED JANUARY 15, 2021 @ 11:45 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
JANUARY 19, 2021
MINUTES OF MEETING**

The Helen City Commission met on Tuesday January 19, 2021 in the Commission Chambers at Helen City Hall with Mayor Steve Fowler calling the meeting to order at 10:00 a.m. City Clerk Marilyn Chastain called the roll and attending were Commissioner Jeff Ash, Commissioner Geneva Elwell, Mayor Steve Fowler, Commissioner Lee Landress, and Commissioner Fred Garmon.

Also attending were Finance Officer Mona Wood, City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Brian Stephens, Fire Chief Jody Prickett, Public Works Assistant Director Jack Morgan, Building & Zoning Director Darrell Westmoreland.

PLEDGE OF ALLEGIANCE TO THE FLAG

NOMINATION AND VOTE FOR MAYOR; Commissioner Fred Garmon made the motion to nominate Commissioner Lee Landress, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

NOMINATION AND VOTE FOR MAYOR PRO TEMPORE; Commissioner Jeff Ash made the motion to nominate Commissioner Fred Garmon as Mayor Pro Tempo, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

OATH OF OFFICE TO MAYOR AND MAYOR PRO TEMPORE; Oath of Office was given to each nominated by City Clerk Marilyn Chastain. Newly elected Mayor Lee Landress chaired the remainder of the meeting.

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

APPROVAL OF MINUTES FROM December 8, 2020; Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

ADMINISTRATIVE OPERATIONS

DISCUSSION FOR APPROVAL OF ALCOHOL LICENSE FOR BLAKE RYAN SCHOLPP D/B/A ATLAS BREW HAUS LOCATED AT 369 EDELWEISS STRASSE FOR LIQUOR POURING, BEER ON PREMISES, WINE ON PREMISES, BREWERY LICENSE AND SUNDAY SALES; Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

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DISCUSSION OF SHORT TERM RENTALS; Commissioner Steve Fowler stated that the study that had been conducted has shown there are several properties that were not in compliance on paying hotel/motel taxes and would like to send as a first step a letter notifying them they are not in compliance. Commissioner Fred Garmon made a motion to send those not in compliance a letter, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

CONSIDERATION OF REINSTATING THE TENT VARIANCE; Commissioner Steve Fowler made the motion to approve a temporary variance to allow commercial tents as approved thru and applied for from the Building & Zoning Directors office and to run time wise with the time frame of the Governor's Order during the pandemic, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

UPDATE FROM CITY MANAGER ON CURRENT PROJECTS; City Manager Jerry Elkins asked Fletcher Holiday from EMI to give an update on the projects. Also discussed were types of funding that may be available for future projects, and having a Capital Improvement Plan report done for long term planning. Fletcher Holiday also stated the water/waste water system is in compliance with EPD standards. He was asked to look into the old well at the Orbit building to see if it is feasible to get it back up and running that there may be an agreement that can be discussed with the property owner for the use of the well.

FINANCIAL REPORT; Report included as an integral part of the Minutes. Finance Officer Mona Wood was present and gave a verbal report. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

BUDGET AMENDMENT & RESOLUTION 21-01-01; Resolution included as in integral part of the Minutes. Finance Officer Mona Wood read the Resolution. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

AUDIT REPORT FROM WAYNE TUCK OF WALKER, PIERCE & TUCK; Wayne Tuck was present and thanked the City for allowing his firm to conduct the Audit again and thanked the staff for their hard work pulling the needed items for the audit. He reported no issues at all with the Audit. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

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HELEN/WHITE COUNTY CVB MONTHLY REPORT; Report included as an integral part of the Minutes. Director Jerry Brown was present and gave a verbal report. Mayor Lee Landress stated he would like to recognize Doris Skelton for all her hard work in organizing the Oktoberfest parade.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; Report included as an integral part of the Minutes. Director Renee Green was present and gave a verbal report. She also stated that the Festhall is still not open to the public for events, but are planning on having the Trout Tournament because it is an outdoor event.

POLICE DEPARTMENT MONTHLY REPORT; Monthly and Yearly Reports included as an integral part of the Minutes. Police Chief Brian Stephens was present and gave a verbal report. Commissioner Steve Fowler commended the police department for their service.

FIRE DEPARTMENT MONTHLY REPORT; Monthly and Yearly Reports included as an integral part of the Minutes. Fire Chief Jody Prickett gave a verbal report.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Monthly Report included as an integral part of the Minutes. Assistant Public Works Director Jack Morgan was present. Commissioner Geneva Elwell commended the Public Works department for all their hard work.

BUILDING AND ZONING MONTHLY REPORT; Monthly and Yearly Reports included as an integral part of the Minutes. Director Darrell Westmoreland was present and gave a verbal report. He also stated that currently all Christmas lights are in compliance with the Ordinance.

PURCHASES AND BIDS; None

ORDINANCES 20-11-01; SECOND READING, AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY THE AMENDMENT OF CHAPTER FOURTEEN: BUSINESSES; ARTICLE V: HOTELS OR MOTELS; 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; Members from the Fashing comity were present and thanked the City for their support over the years and stated they are planning some events but not at the Festhall this year due to social distance restrictions.

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EXECUTIVE SESSION TO DISCUSS POSSIBLE REAL ESTATE ACQUISITION, PENDING OR POTENTIAL LITIGATION, AND PERSONNEL; Motion to go into Executive Session at 11:20 a.m. made by Commissioner Geneva Elwell, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Motion to resume the regular meeting at 12:03 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 made by Commissioner Steve Fowler to approve paying City Manager Jerry Elkins his accrued personal leave time 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

CITY COMMISSION COMMENTS; Commissioner Jeff Ash congratulated Lee Landress on becoming Mayor. Commissioner Geneva Elwell commended past Mayor Steve Fowler on the good job he had done as Mayor and congratulated Fred Garmon on becoming Mayor Pro Tempore.

ADJOURNMENT; Motion to adjourn at 12:05 p.m. made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN

