

**CITY OF HELEN
COMMISSION MEETING
JUNE 7, 2016
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR FRED GARMON
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM MAY 17, 2016
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ADMINISTRATIVE OPERATIONS
 - A. CONSIDERATION FOR APPROVAL OF APPLICATION FOR ALCOHOL LICENSE FOR AYAZ KHALIL KHAN OF HAFSA INVESTMENT, LLC D/B/A KWIK SAK LOCATED AT 9677 HWY 75 NORTH, HELEN GA 30545 FOR BEER PACKAGE, WINE PACKAGE

 - B. DISCUSSION FOR APPROVAL OF ADDING ENHANCED FEATURES TO THE CURRENT CITY OF HELEN WEBSITE AT A COST OF SIX HUNDRED FIFTY DOLLARS
8. POLICE DEPARTMENT OPERATIONS
9. FIRE DEPARTMENT OPERATIONS
10. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS
11. BUILDING AND ZONING OPERATIONS
12. PURCHASES AND BIDS
13. ORDINANCES;
 - A. 16-06-01; FIRST READING OF ORDINANCE 16-06-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY AMENDING CHAPTER 34, LAND DEVELOPMENT CODE, ARTICLE VII SIGNS

 - B. PUBLIC HEARING FOR ORDINANCE 16-06-02; AN ORDINANCE OF THE CITY OF HELEN GEORGIA, MAKING APPROPRIATIONS FOR THE 2016-2017 FISCAL YEAR.

C. 16-06-02; FIRST READING OF ORDINANCE 16-06-02; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, MAKING APPROPRIATIONS FOR THE 2016-2017 FISCAL YEAR.

14. RESOLUTIONS; NONE

15. CITY COMMISSION COMMENTS

16. ADJOURNMENT

**THIS AGENDA WAS POSTED JUNE 3, 2016 AT 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
JUNE 7, 2016
MINUTES OF MEETING**

The Helen City Commission met on Tuesday June 7, 2106 in the Commission Chambers at Helen City Hall with Mayor Fred Garmon calling the meeting to order at 10:00 a.m.

City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Cinnamon Spurlock, Commissioner Helen Wilkins, Mayor Fred Garmon, Commissioner Judy Holloway, Commissioner Jeff Ash.

Also attending were City Manager Jerry Elkins, City Clerk Marilyn Chastain, Finance Officer Debbie Gerchman, Police Chief Brian Stephens , Fire Chief Jody Prickett, Building & Zoning Director Larry Krul, City Attorney Carl Free, and Public Works Director Ross Hewell.

Pledge of Allegiance to the Flag was given.

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

Approval of Minutes from May 17, 2016; Copy included as an integral part of the permanent minutes. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public; None

ADMINISTRATIVE OPERATIONS

A. Consideration for approval of application for alcohol License for Ayaz Khalil Khan of HAFSA Investment, LLC D/B/A Kwik Sak located at 9677 Hwy 75 North, Helen Georgia for Beer Package, Wine Package. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

B. Discussion for approval of adding enhanced features to the current City Of Helen website at a cost of six hundred fifty dollars. Website designer Wayne Kursa from Georgia Down Under explained to the Commission the necessary steps to add the links for Constant Contact and the White County Code Red emergency site, he also explained the necessity of having disclaimers added to the website as is common with the legal requirements. Motion to approve the cost of six hundred fifty dollars to add these features to the City website made by Commissioner Jeff Ash, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

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Police Department Operations; Police Chief Brian Stephens reported that the City is getting busier with more people coming to town. He described the weekend with the motorcycle events, and balloons in town as uneventful with no major problems. He did discuss the possibility of having the motorcycle Dyno machine if brought back next year have an earlier cut off time due to complaints. Commissioner Helen Wilkins agreed and stated that she thinks they should turn it off at 5:00 or 6:00 p.m. especially if it remains on the same weekend as the balloons.

Fire Department Operations; Fire Chief Jody Prickett stated that all is well with the Fire Department and that he had been doing some work around the station and doing some painting.

Public Works, Water and Waste Water Operations; Public Works Director Ross Hewell stated that the Motorcycle events did leave the public park clean and even repaired the grass where tracks were made, and that they had been busy on the new building. He also reminded the Commission of the upcoming Shiners parade next weekend.

Building and Zoning Operations; Building and Zoning Director Larry Krul gave an update on projects in the City stating that Wilder Forest is getting ready to install the roof trusses, that he had been studying the plans for Valhalla and should be ready to issue a building permit in about a week, that the Holiday Inn is prepping the grounds getting ready for the sidewalks and landscaping, and had met with Mr. Patel on the new Marriott last week and discussed colors, changing the roof pitch and asked him to install an additional cupola.

Purchases; None

A. Ordinance 16-06-01; First reading of Ordinance 16-06-01; an Ordinance of the City of Helen, Georgia to amend the official code of the City of Helen, Georgia, by Amending Chapter 34, Land Development code, Article VII Signs. City Manager Jerry Elkins, Commissioner Helen Wilkins and Commissioner Judy Holloway took turns reading Ordinance 16-06-01. City Attorney Carl Free stated he would correct the spelling errors before the next reading. Motion to approve the first reading made by Commissioner Helen Wilkins, 2nd by Commissioner Jeff Ash. Motion approved with a majority vote of the Commission. Commissioner Cinnamon Spurlock opposed.

Commissioner Jeff Ash commended City Attorney Carl Free on preparing the Ordinance.

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B. Public Hearing for Ordinance 16-06-02; An Ordinance of the City of Helen, Georgia, making appropriations for the 2016-2017 Fiscal Year. Motion to go into the Public Hearing at 10:48 a.m. made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

City Manager Jerry Elkins read Ordinance 16-06-02.

There were no comments from the Public.

Motion to approve the first reading made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

Motion to go out of the Public Hearing at 10:52 a.m. made by Commissioner Jeff Ash, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

C. 16-06-02; FIRST READING OF ORDINANCE 16-06-02; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, MAKING APPROPRIATIONS FOR THE 2016-2017 FISCAL YEAR. First reading and approval was made during the Public Hearing.

Resolutions; None

City Commission Comments; Commissioner Jeff Ash stated he was pleased with the Ordinance prepared by the City Attorney, with the Finance officer on the budget and with all the staff on doing their part.

Commissioner Judy Holloway stated all going well and busy.

Commissioner Helen Wilkins, none

Commissioner Cinnamon Spurlock stated she is glad to be moving forward with Constant Contact, and explained that she does not support having a less number of signs in the new Ordinance.

Adjournment; Motion to adjourn at 10:54 a.m. made by Commissioner Judy Holloway, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN