

**CITY OF HELEN
COMMISSION MEETING
OCTOBER 20, 2015
3:00 P.M.
AGENDA**

1. CALL TO ORDER BY MAYOR DONA K BURKE
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 6, 2015
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE
 - A. FINANCIAL REPORT
 - B. REAL PROPERTY AGREEMENT WITH GEORGIA DEPARTMENT OF TRANSPORTATION
 - C. REMINDER THAT THE NOVEMBER 3, 2015 COMMISSION MEETING HAS BEEN CHANGED TO MONDAY NOVEMBER 2, 2015 AT 10:00 A.M. DUE TO THE ELECTION BEING HELD ON THE SAME DATE AT CITY HALL
 - D. DISCUSSION OF DATE AND TIMES FOR EMPLOYEE CHRISTMAS DINNER AND COMMUNITY CHRISTMAS DINNER
10. POLICE DEPARTMENT MONTHLY REPORT
11. FIRE DEPARTMENT MONTHLY REPORT
12. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
13. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT
14. PURCHASES AND BIDS
15. ORDINANCES

A. SECOND READING OF ORDINANCE 15-09-02; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY THE AMENDMENT OF CHAPTER 22: ELECTIONS; SECTION 22-2: POLLING PLACES

16. RESOLUTIONS; RESOLUTION 15-10-02; A RESOLUTION OF THE MAYOR AND COMMISSION OF THE CITY OF HELEN, GEORGIA AUTHORIZING THE FILING OF APPLICATIONS TO THE GEORGIA DEPARTMENT OF TRANSPORTATION FOR THE ROADSIDE ENHANCEMENT AND BEATIFICATION COUNCIL GRANT PROGRAM

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

THIS AGENDA WAS POSTED OCTOBER 16, 2015 @ 11:30 A.M.

**CITY OF HELEN
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OCTOBER 20, 2015
MINUTES OF MEETING**

The Helen City Commission met on Tuesday October 20, 2015 in the Commission Chambers at Helen City Hall with Mayor Dona K Burke calling the meeting to order at 3:00 p.m.

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

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

Pledge of Allegiance to the Flag was given.

Approval of Minutes from October 6, 2015; Motion to approve made by Commissioner Judy Holloway, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public; None

Alpine Helen/White County CVB Monthly Report; Director Jerry Brown was present and gave an update on increased revenues received from the City for Hotel Motel taxes over this time last year. City Manager Jerry Elkins stated that the Public Restrooms at the Welcome Center are in need of updating and that funds from the Hotel Motel taxes could be used to make the improvements.

Helen Chamber of Commerce Monthly Report; None

Administrative

Financial Report; City Manager Jerry Elkins stated that remaining Funds from the 2009 SPLOST had already been designated for the waste water project at Alpine Crest. Commissioner Fred Garmon stated that the Balances on the Financial Report still look good. Motion to approve the Financial Report made by Commissioner Judy Holloway, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Real Property Agreement with Georgia Department of Transportation; City Manager Jerry Elkins explained the agreement is in the event there were properties purchased for the right of way by DOT for the new pedestrian bridge, which there are none, but had there been, then if the property were ever sold DOT would be reimbursed the purchase price due to Federal monies being used. Motion to approve made by Commissioner Jeff

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Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Reminder that the November 3, 2015 Commission meeting has been changed to Monday November 2, 2015 due to the Election being held the same day at Helen City Hall.

Discussion of dates and times for Employee and Community Christmas dinners. It was decided to have the employee Christmas dinner on Friday December 4, 2015 at 6:00 p.m. and the Community Christmas dinner on Monday December 7, 2015 at 6:00 p.m.

Police Department Monthly Report; Report included as an integral part of the Minutes. Chief Brian Stephens reminded the Commission and attending public of the upcoming Halloween Safe Night for Kids on Halloween night. Commissioner Helen Wilkins asked if there has been a lot of animal calls, Chief Stephens replied mostly bears.

Fire Department Monthly Report; Report included as an integral part of the Minutes. Fire Chief Jody Prickett was unable to attend due to inspections being done on the Fire Trucks.

Public Works, Water and Waste Water Monthly Report; Report included as an integral part of the Minutes. Director Ross Hewell stated there are new signs at the Welcome Center, and that some of the Christmas lights were being put up.

Building and Zoning Department Monthly Report; Report included as an integral part of the Minutes. Director Larry Krul was not at the meeting.

Purchases and Bids; None

Ordinances;

A. Second reading of Ordinance 15-09-02; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY AMENDMENT OF CHAPTER 22; ELECTIONS; SECTION 22-2; POLLING PLACES. Motion to approve the second reading made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Resolutions; RESOLUTION 15-10-02; A RESOLUTION OF THE MAYOR AND COMMISSION OF THE CITY OF HELEN, GEORGIA AUTHORIZING THE FILING OF APPLICATIONS TO THE GEORGIA DEPARTMENT OF TRANSPORTATION FOR THE ROADSIDE ENHANCEMENT AND BEAUTIFICATION COUNCIL GRANT PROGRAM;

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

City Commission Comments; None

Adjournment; Motion to adjourn at 3:45 p.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN