

**CITY OF HELEN
COMMISSION MEETING
SEPTEMBER 21, 2021
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR LEE LANDRESS
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 17, 2021
6. ADMINISTRATIVE OPERATIONS
 - A. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS
 - B. DISCUSSION OF UPCOMING EVENTS AND MEETING DATES
 - C. FINANCIAL REPORT
7. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
8. HELEN/WHITE COUNTY CVB MONTHLY REPORT
9. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
10. POLICE DEPARTMENT MONTHLY REPORT
11. FIRE DEPARTMENT MONTHLY REPORT
12. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
13. BUILDING AND ZONING MONTHLY REPORT

14. PUBLIC HEARING TO DISCUSS PROPOSED ZONING CHANGES TO THE FOLLOWING;
 - A. 9.25 ACRES OWNED BY DAVID WILKINS TAX MAP H04F 003 BEING REZONED FROM C-3 (highway commercial) to R-5 (seasonal residential) AND TAX MAP H04F 009 FROM R-2 (medium density residential) to R-5 (seasonal Residential).
 - B. 1.06 ACRES OWNED BY RON TURNER TAX MAP 055 101 BEING REZONED FROM PUD (planned Unit Development) to C-3 (highway commercial).
 - C. 12.29 ACRES OWNED BY BJORN ERIK ENGBRETSSEN TAX MAP H03B 016 BEING REZONED FROM R-1 (low density residential) TO R-3 (high density residential).
15. PURCHASES AND BIDS
16. ORDINANCES
17. RESOLUTIONS
18. EXECUTIVE SESSION TO DISCUSS PERSONNEL
19. CITY COMMISSION COMMENTS
20. ADJOURNMENT

**THIS AGENDA WAS POSTED SEPTEMBER 17, 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
SEPTEMBER 21, 2021
MINUTES OF MEETING**

The Helen City Commission met on Tuesday September 21, 2021 in the Commission Chambers at Helen City Hall with Mayor Lee Landress calling the meeting to order at 10:00 a.m. City Clerk Marilyn Chastain called the roll and attending were Commissioner Jeff Ash, Mayor Lee Landress, Commissioner Geneva Elwell, Commissioner Steve Fowler, 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, Building & Zoning Director Darrell Westmoreland, and Assistant Public Works Director Jack Morgan.

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA; Motion to amend by adding 2 Purchases and Bids and 2 Resolutions and to Approve made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

APPROVAL OF MINUTES FROM AUGUST 17, 2021; Motion to approve as written made by Commissioner Steve Fowler, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

ADMINISTRATIVE OPERATIONS

UPDATE FROM CITY MANAGER ON CURRENT PROJECTS; Fletcher Holliday of EMI gave a verbal update and a written copy of the current projects that will become an integral part of the minutes.

DISCUSSION OF UPCOMING EVENTS AND MEETING DATES; Commissioner Jeff Ash asked if anyone had an issue with the Meeting date for October, November and December and suggested the December meeting be moved up to December 14, 2021 so that it would not conflict with the week of Christmas. There were no objections to the October or November meeting dates. Motion to change the December Commission meeting date from December 21, 2021 to December 14, 2021 made by Commissioner Jeff Ash, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

FINANCIAL REPORT; Motion to approve the Financial Report made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; None

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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. He also stated the CVB had spent \$100,000 in media advertisements for the holidays. There was discussion and the decision to not have the Community Christmas dinner this year due to Covid.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; Judy Holloway was present and gave a verbal report stating that there was a good turn out on opening night of Oktoberfest and wanted to thank the First Responders as the Grand Marshalls for the Oktoberfest parade, and that they are looking at improvements to the Festhall that need doing with the Grant money they had received.

POLICE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Police Chief Brian Stephens was present and gave a verbal report. He also stated the Halloween carnival depends on the Covid numbers but may do a trunk or treat instead of a carnival, that the fund raising Golf Tournament is in November as well as the Car Show which will be the second weekend in November.

FIRE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Fire Chief Jody Prickett was present and gave a verbal report.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Report included as an integral part of the Minutes. Assistant Public Works Director Jack Morgan was present to answer questions.

BUILDING AND ZONING MONTHLY REPORT; Report included as an integral part of the Minutes. Director Darrell Westmoreland was present and gave a verbal report.

PUBLIC HEARING TO DISCUSS PROPOSED ZONING CHANGES TO THE FOLLOWING; Attorney Carl Free stated there should be separate Public Hearings for each property.

9.25 ACRES OWNED BY DAVID WILKINS TAX MAP H04F 003 BEING REZONED FROM C-3 (highway commercial) to R-5 (seasonal residential) AND TAX MAP H04F 009 FROM R-2 (medium density residential) to R-5 (seasonal Residential). Motion to go into Public Hearing at 10:55 a.m. for 9.25 acres owned by David Wilkins as tax map H04F 003 and tax map H04F 009 made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission. Motion to go out of Public Hearing at 10:58 a.m. made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission. Motion to approve changing from C-3 to

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R-5 of tax map H04F 003 and from R-2 to R-5 for tax map H04F 009 made by Commissioner Jeff Ash, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

1.06 ACRES OWNED BY RON TURNER TAX MAP 055 101 BEING REZONED FROM PUD (planned Unit Development) to C-3 (highway commercial). Motion to go into Public Hearing at 10:59 a.m. for 1.06 acres owned by Ron Turner tax map 055 101 made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash . Motion approved with a unanimous vote of the Commission. Motion to go out of Public Hearing at 11:00 a.m. made by Commissioner Fred Garmon, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission. Motion to approve rezoning tax map 055 101 from PUD to C-3 made by Commissioner Fred Garmon, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

12.29 ACRES OWNED BY BJORN ERIK ENGBRETSSEN TAX MAP H03B 016 BEING REZONED FROM R-1 (low density residential) TO R-3 (high density residential). Motion to go into Public Hearing at 11:01 a.m. made by Commissioner Steve Fowler, 2nd by Commissioner Fred Garmon for tax map H03B 016. Motion approved with a unanimous vote of the Commission. Motion to go out of the Public Hearing at 11:03 a.m. made by Commissioner Fred Garmon, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission. Motion to approve rezoning tax map H03B 016 from R-1 to R-3 made by Commissioner Jeff Ash, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

PURCHASES AND BIDS;

HEX STREET WELL; Fletcher Holiday of EMI explained there had been 2 bids received. One from Square Deal Enterprises in the amount of \$115,701, and one from Sol Construction Co. in the amount of \$215,000.00. Motion to award the Bid to Square Deal Enterprises in the amount of \$115,701.00 made by Commissioner Jeff Ash, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

Commissioner Lee Landress read the Resolution awarding the bid to Square Deal Enterprises. Motion to approve the Resolution made by Commissioner Steve Fowler, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

CHATTAHOOCHEE RIVER STREAMBANK STABILIZATION PROJECT; Fletcher Holiday stated there had been 1 bid submitted from Square Deal Enterprises in the amount of \$230,560.00. Motion to approve the bid from Square Deal Enterprises in the amount of

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\$230,560.00 made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

City Manager Jerry Elkins read the Resolution awarding the bid to Square Deal Enterprises. Motion to approve the Resolution made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

ORDINANCES; None

RESOLUTIONS; Read above

EXECUTIVE SESSION TO DISCUSS PERSONNEL; Motion to go into Executive Session at 11:13 a.m. made by Commissioner Steve Fowler, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Motion to come out of Executive Session and resume the regular Commission meeting at 12:12 made by Commissioner Fred Garmon, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

Motion as a result of the Executive Session to give the Administrative staff a 10% pay increase and not to give a COLA pay increase to employees for 2022 to go into effect with the September 23rd payroll made by Commissioner Fred Garmon, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn at 12:14 p.m. made by Commissioner Steve Fowler, 2nd by Mayor Lee Landress. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN

