

**CITY OF HELEN
COMMISSION MEETING
SEPTEMBER 16, 2014
3:00 P.M.
AGENDA**

1. CALL TO ORDER BY MAYOR JUDY HOLLOWAY
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM SEPTEMBER 2, 2014
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC;
 - A. INDUCTION TO THE HELEN HERITAGE HALL OF FAME HONORING JOHN KOLLOCK AND PETE HODKINSON
 - B. JANE LENZEN REGARDING THE GROUP THAT IS WANTING TO DO A MEMORIAL FOR MAY ARAIM
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE
 - A. FINANCIAL REPORT
 - B. DISCUSSION OF RATES CHARGED AT CITY OWNED PARKING LOTS
10. POLICE DEPARTMENT MONTHLY REPORT
11. FIRE DEPARTMENT MONTHLY REPORT
 - A. DISCUSSION FOR CONSIDERATION OF NEW FIRE TRUCK
12. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
13. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT
14. ORDINANCES;
 - A. SECOND READING OF ORDINANCE 14-08-02 AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, BY THE ADDITION OF CHAPTER 68, A CHAPTER OF THE HELEN MUNICIPAL CODE PREVIOUSLY RESERVED BY THE CITY COMMISSION OF HELEN FOR FUTURE CODIFICATION AS NECESSARY; WITH SAID CHAPTER TO BE INTITLED; TAXICABS FOR HIRE

15. RESOLUTIONS; NONE

16. EXECUTIVE SESSION TO DISCUSS LAND ACQUISITION AND PENDING, OR POSSIBLE LITIGATION

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

THIS AGENDA WAS POSTED SEPTEMBER 12, 2014 AT 1:00 P.M.

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3:00 P.M.
MINUTES OF MEETING**

The Helen City Commission met on Tuesday September 16, 2014 at 3:00 p.m. in the Commission Chambers at Helen City Hall, with Mayor Judy Holloway calling the meeting to order.

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

Also attending the meeting were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Jim Couch, Fire Captain Lee Poteat, Public Works Director Ross Hewell, Building & Zoning Director Larry Krul, Fireman Johnathan Sutton.

Pledge of Allegiance to the Flag was given.

Mayor Judy Holloway announced the Proclamations inducting Pete Hodkinson, and John Kollock into the Helen Heritage Hall of Fame. Commissioner Helen Wilkins read the Proclamation inducting Pete Hodkinson. Commissioners Dona K Burke, and Commissioner Jeff Ash each had stories to tell of knowing Mr. Hodkinson.

Mayor Judy Holloway read the Proclamation inducting John Kollock. Mr. Kollock's wife Nancy Kollock spoke of how proud John was to have helped with Developing Helen and was given a plaque in his honor. Ms Kollock also agreed to deliver Mr. Hodkinson's plaque to his wife in his honor.

Approval of Agenda; Motion to amend by adding the following; Under Resolutions, Item A. Approval of a Resolution of the Governing Body of the City of Helen, Georgia to approve a loan not to exceed \$413,490.00 from the Drinking Water State Revolving Fund, Administered by Georgia Environmental Finance Authority for the Hamby Street Water Line replacement and extension project contingent upon review and approval of the City Attorney and to add as Item B. also under Resolutions; Approval of the chief elected official to execute the loan documents and any and all other documents concerning the loan agreement as required by the Drinking Water State Revolving Fund and the Georgia Environmental Finance Authority, and to add under Building & Zoning as Item A, Consideration of approval for the erection of a 30 foot by 60 foot tent on the uncovered deck of Paul's Margarita Deck at 8537 South Main Street. Tent is to be erected on September 17, 2014 and will remain in place until November 12, 2014. Tent will be erected by Lanier Tent Rentals which certifies the Tent Top to be manufactured with flame resistant material and fabric approved by the State Fire Marshall for such use. A Certificate of Flame Resistance has been received, Motion to amend and approve the Agenda made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

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Approval of Minutes from September 2, 2014; Motion to approve made by Commissioner Dona K Burke, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public;

A. Induction to the Helen Heritage Hall of Fame Honoring John Kollock and Pete Hodgkinson. This was done earlier in the meeting as noted.

B. Jane Lenzen regarding the Group wanting to do a memorial for May Araim. Ms Lenzen addressed the Commission and wanted them to know that a group from the community would like to plant a tree possibly at the Corner of Main Street and Dye Street in memory of Ms. Araim and the tragedy of her death. Ms Lenzen said that the community group would pay for the cost of the memorial, and that the group response is compassion for the family of Ms. Araim and for the community also. Commissioner Helen Wilkins stated the City had been asked not to speak of the accident because of the on going investigation, but that the City is certainly sadden by the tragedy. Commissioner Dona K Burke recommended planting a tree at Riverside Park along with a plaque stating there would be more room for the tree to grow and because of the limited space that had been suggested earlier. Mayor Judy Holloway stated that other residents had suggested placing a plaque on the tree inside City Hall. Ms. Lenzen said she would relay the suggestions on to the group and appreciated the Commissions time in hearing their request.

Alpine Helen/White County CVB monthly report; Report included as an integral part of the Minutes. Director Jerry Brown was present and informed the Commission that the Webcams are being worked on and should be up and running hopefully very soon, also that they are getting a new web site soon as well.

Helen Chamber of Commerce monthly report; Report included as an integral part of the Minutes. Linda McAllister represented the Chamber and informed the Commission that some of the current lighting was being replaced with LED type bulbs to help cool the stage area off and that they had placed a No Weapons sign at the entrance.

Administrative;

A. Financial Report; City Manager Jerry Elkins stated the report looks good and the City Finances look to be in good shape, and reminded the Commission that there were still ongoing projects such as Phase two of the Island, the water line project, new Public Works building that would use up the remaining SPLOST funds. Motion to approve the

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Financial Report made by Commissioner Fred Garmon, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

B. Discussion of rates charged at City owned parking lots; Commissioner Dona K Burke stated she did not think the City needs to raise the price for the City lots and suggested keeping the price at the current rates. Motion to keep the rates the same and not change made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

Police Department monthly report; Report included as an integral part of the Minutes. Police Chief Jim Couch was present and reported his Department is getting ready for the upcoming Street Dance on Saturday night and preparing to put the barricades in place to enclose the area and block River Street to traffic. Jody Shanah was also present and spoke of the bands and DJ that would be performing.

Fire Department monthly report; Report included as an integral part of the Minutes. Fire Captain Lee Poteat was present and discussed his report.

A. Discussion for consideration of new Fire Truck. Information of the cost had been prepared and included in the Agenda by Captain Poteat. Commissioner Dona K Burke asked what the actual miles are on Engine 8, Captain Poteat replied that the truck has 14,000 miles but that the hours used on the truck would equal about 120,000 miles, he then explained the grading system that is used on Fire trucks as explained in the report. Mayor Judy Holloway asked what his opinion is of the immediate need, Captain Poteat replied first a new pump, and an alternator for Engine 8. Commissioner Dona K Burke asked what the estimate life of the existing truck is, Captain Poteat stated there is not a definite way to determine how long the current truck will last. Captain Poteat then stated that it would take approximately 11 months to build the truck because each truck is built to specks for each City. City Manager Jerry Elkins stated that if the City purchases a new fire truck the current one be kept as a spare, and that the cost estimated by Captain Poteat for the new truck and equipment is \$700,000.00. Captain Poteat then stated the department does not have the man power to use 2 trucks. Commissioner Jeff Ash stated he recommends Captain Poteat to get with the City Manager and take a 30 to 60 day period to collect the following information; 1- Agree on specks of a new truck and the cost which will meet the ISO rating, 2- will the new truck fit in the existing housing at the fire department building or will there need to be changes made to accommodate it, 3- Would a new truck be able to help improve the agreement the City currently has with the County, 4- Seek several proposals on financing options and would like to see complete bids, 5- Provide 5 revenue sources that will cover debit. Mayor Holloway asked Captain Poteat if he had looked at just 1 truck manufacturer, Captain Poteat replied he had talked with several manufacturer's and thinks that customer service is very important,

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he believes this particular manufacturer will be able to provide the customer support needed which is a positive long term outlook for the City when purchasing a new truck. No formal motions were made.

Public Works, Water and Waste Water Monthly Report; Report included as an integral part of the Minutes. Public Works Director Ross Hewell was present and stated the roadway on Edelweiss Strasse had been found to be 11 inches thick in some areas and that there would need to be someone brought in to cut it because the City does not have the equipment to do the cutting.

Building and Zoning Department monthly report; Report included as an integral part of the Minutes.

A. Consideration of approval for the erection of a 30 foot by 60 foot tent on the uncovered deck of Paul's Margarita Deck at 8537 South Main Street. Tent is to be erected on September 17, 2014 and will remain in place until November 12, 2014. Tent will be erected by Lanier Tent Rentals which certifies the Tent Top to be manufactured with flame resistant material and fabric approved by the State Fire Marshall for such use. Mayor Judy Holloway asked why this had not gone to the PDRB for approval, City Clerk Marilyn Chastain stated that Mr. Turner had brought in the request on Friday and stated that he had contacted Lanier Tent Rental several weeks prior and had just gotten the information back from them to present to the City, and had told him she would check with City Manager Jerry Elkins to see if it could be presented at the Commission meeting for consideration due to the delay of being able to get the Tent up since the Oktoberfest had already started. Two members of the Planning Design and Review Board were present; Jeff McAllister and Catherine Cleiman, they were asked if they had a problem with the Commission granting the request, each replied they did not see a problem with the Tent being allowed since they had recently permitted a similar tent at King Ludwig's. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Building & Zoning Director Larry Krul stated the construction sign at the new Holiday Inn Express had been erected without a permit and the property owners are wanting to keep it up if possible, he also stated he had informed them it would need to go before the PDRB for approval. City Manager Jerry Elkins stated he had advised the owner that permits were required for a sign and that it exceeds the size limit. City Attorney Carl Free stated the sign needs to come down until it complies with the City's requirements or until a variance for the sign is permitted.

Before the reading of Ordinance 14-08-02 was read Mayor Judy Holloway asked if there were anyone wanting to speak. Virgil Adkinson stated he would like to speak on behalf of

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himself representing Paddy's Taxi, Karen's Taxi owned by his sister in law, and Alpine Taxi owned by Doug Fortner.

Mr. Adkinson read and presented a long list of definitions and changes to the Ordinance to the Commission and City Attorney that he would like considered by the Commission before the adoption of the Ordinance. City Attorney Carl Free stated he would like a formal written format of the items being requested for consideration, and was given a copy at the end of the meeting. Doug Fortner stood and suggested not making a new Taxi cab Ordinance go into effect until 2015. Commissioner Jeff Ash made a motion to postpone the 2nd reading of Ordinance 14-08-02 until the next Commission meeting to give the City Attorney time to consider and or make changes before the final reading, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission present.

Note; Commissioner Fred Garmon had temporarily left the meeting before this motion and returned just after the motion to go into the Executive Session.

Kimberly Adkinson from the audience stood and asked to address the Commission, saying that she is Virgil Adkinson's wife and owner of Paddy's taxi. She requested the Commission to consider the possibility of allowing temporary permits for taxi's just during Special Events.

Resolutions;

A. Approval of a Resolution of the Governing Body of the City of Helen, Georgia to approve a loan not to exceed \$413,000.00 from the Drinking Water State Revolving Fund, Administered by Georgia Environmental Finance Authority for the Hamby Street Water Line replacement and extension project contingent upon review and approval of the City Attorney. City Manager Jerry Elkins read the Resolution. Motion to approve the Resolution as read made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission present.

B. Approval of a Resolution for the Chief Elected Official to execute the loan documents and any and all other documents concerning the loan agreement as required by the Drinking Water State Revolving Fund and the Georgia Environmental Finance Authority. Motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission present.

Executive Session to discuss Land Acquisition and Pending, or Possible Litigation; Motion to go into Executive Session at 4:50 p.m. made by Commissioner Helen Wilkins, 2nd by

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Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission present.

All Commissioners were present for the Executive Session.

The following motions were made as a result of the Executive Session; Motion to accept the donation of property in the Island area from Good News Baptist Church made by Commissioner Dona K Burke, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Motion to approve continuing with the Condemnation process on the Vandergriff estate property in the Island area and to pay the property owners their equal portion of the appraised value made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

City Commission Comments; City Manager Jerry Elkins informed the Commission that he and Fletcher Holiday with EMI had been looking at a Grant that is being offered to apply for, that will help with the cost of installing a charging station for electric vehicles if the Commission is interested in pursuing the idea. Motion to gathering more information and pursuing the Grant made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

Adjournment; Motion to adjourn at 5:45 p.m. made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY SUBMITTED BY CITY CLERK MARILYN CHASTAIN