

**CITY OF HELEN
COMMISSION MEETING
NOVEMBER 19, 2013
3:00 P.M.
MINUTES OF MEETING**

CALL TO ORDER BY MAYOR LYNN WHITENER

ROLL CALL BY CITY CLERK MARILYN CHASTAIN: present were all Commission members: Judy Holloway, Helen Wilkins, Lynn Whitener, Dona K Burke, Jeff Ash. Also City Attorney Carl Free, City Manager Jerry Elkins, Clerk Marilyn Chastain, Police Chief Jim Couch, Public Works Director Ross Hewell, Fire Captain Lee Poteat, Building & Zoning Director Patrick Couch.

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA: Motion to amend by adding as item 9-A White County E911 director David Murphy by Commissioner Dona K Burke, 2nd by Commissioner Helen Wilkins. Motion approved unanimously by all Commissioners.

Motion to approve the Agenda by Commissioner Dona K Burke, 2nd by Commissioner Jeff Ash. Motion approved unanimously by all Commissioners.

APPROVAL OF MINUTES FROM NOVEMBER 5, 2013: Motion to approve by Commissioner Judy Holloway, 2nd by Commissioner Helen Wilkins. Motion approved unanimously.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC

Natural Elegance Director: Ashley Johnson requesting approval for a Miss Helen, & Miss Oktoberfest pageant as an official event supported by the City. Ashley Johnson was not Present for the meeting. No action taken.

ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT: Report given by CVB Director Jerry Brown.

ADMINISTRATIVE:

FINANCIAL REPORT: Motion to approve the Financial Report by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved unanimously by the Commission.

Discussion of a Budget Amendment to the current Budget to allow for lease with GMA for purchase of Fire Department equipment. City Manager Jerry Elkins explained to the Commission the loan with GMA would be a 5 year loan at 3.28 percent. (discussion of purchase as item #15, A). Moved to discuss with items 14 and 15.

FIRE DEPARTMENT MONTHLY REPORT: Report given by Captain Lee Poteat.

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White County E911 Director David Murphy presented a hand out to the Commission (which will become an integral part of the Minutes) which explained the operations of the 911 system and training of dispatchers. He also discussed the transition of taking over the emergency dispatching for the City of Helen. David Murphy was asked by the Commission to have the Helen Fire Department dispatched on all City emergency 911 Calls, because of possibly having a faster response time to calls if the County ambulance were not in the City, which could possibly save lives by being able to respond more quickly, he replied he would.

POLICE DEPARTMENT MONTHLY REPORT: Report given by Police Chief Jim Couch.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT: Report given by Public Works Director Ross Hewell.

BUILDING AND ZONING DEPARTMENT MONTHLY REPORT: Report given by Building and Zoning Director Patrick Couch.

ORDINANCES:

Second reading of Ordinance 13-11-01 an Ordinance of the City of Helen, Georgia, to amend the Official Code of the City Helen, Georgia, by adding Chapter 35: Previously reserved under the Helen Municipal Code; to provide for standards for telecommunications antennae and towers. Motion to approve Ordinance 13-11-01 by Commissioner Judy Holloway, 2nd by Commissioner Jeff Ash. Motion approved unanimously by the Commission.

First reading of Ordinance 13-11-03, 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, Division 1, generally, by amending section 34-1005; Prohibited Signs. City Manager Jerry Elkins read Ordinance 13-11-03. Motion to table until the next meeting by Commissioner Dona K Burk, 2nd by Commissioner Helen Wilkins. Motion approved with a majority vote of the Commission, with Commissioner Judy Holloway voting against.

First reading of Ordinance 13-11-04, an Ordinance of the City of Helen, Georgia, to provide for the amendment of Chapter 34, entitled 'Land Development Code', by changing the amendment of Article V, titled 'Technical Codes', its execution and effect from the year beginning January 1, 2024 and continuing until such time as further amendment may be required or otherwise deemed advantageous to the common good. City Manager Jerry Elkins read Ordinance 13-11-04. Motion to approve first reading by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved unanimously by the Commission.

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Item 8 B: Budget amendment for lease with GMA to purchase Fire Department Equipment. Motion to approve authorizing City Manager Jerry Elkins to execute all necessary documents to secure Loan with GMA by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved unanimously by the Commission.

RESOLUTIONS

A. Resolution For Supplemental Leases: A Resolution to authorize and direct an officer of the City of Helen, Georgia to execute one or more Lease supplements for a Lease or Leases under the GMA direct leasing program; to designate such leases as qualified tax-exempt obligations; to provide and effective date; and for other purposes. Motion to approve by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved unanimously by the Commission.

PURCHASES AND BIDS

Discussion for approval of Purchasing Air Packs and compressor with loan and terms offered by GMA. Motion to approve purchase after City Manager Jerry Elkins verifies loan with GMA by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved unanimously by the Commission.

EXECUTIVE SESSION FOR PERSONNEL: Motion to go into Executive session at 5:15 p.m. by Commissioner Dona K Burke, 2nd by Commissioner Helen Wilkins. Motion approved unanimously by the Commission.

Present for the meeting were all Commission members, Judy Holloway, Helen Wilkins, Lynn Whitener, Dona K Burke, Jeff Ash.

Motion to resume the Commission meeting at 5:34 p.m. by Commissioner Dona K Burke, 2nd by Commissioner Helen Wilkins. Motion approved unanimously by the Commission.

Action taken after Executive Session: Notification dated November 19, 2013 to Jerry M. Elkins, City Manager:

The City Commission has reviewed and discussed the allegations in the letter received from Chief Jim Couch at the November 5, 2013 Commission meeting. It is our finding the allegations are unfounded and you have properly preformed your duties as City Manager in compliance with the City Charter and the City of Helen Personnel Policy. Notification was signed by Commissioner Judy Holloway, Commissioner Dona K Burke, Commissioner Helen Wilkins, Commissioner Jeff Ash, Commissioner Judy Holloway.

Motion to approve Action taken by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke.

Motion approved with a unanimous vote of the Commission

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CITY COMMISSION COMMENTS: None

ADJOURNMENT: Motion to adjourn at 5:39 p.m. made by Commissioner Dona K Burke, 2nd by Commissioner Judy Holloway. Motion approved unanimously by the Commission.

RESPECTFULLY SUBMITTED

CITY CLERK MARILYN CHASTAIN