

**CITY OF HELEN  
COMMISSION MEETING  
MAY 3, 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 APRIL 19, 2016
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ADMINISTRATIVE OPERATIONS
  - A. CONSIDERATION AND DISCUSSION FOR APPROVAL OF ALLOWING HEMC TO INSTALL A POLE AT PETE'S PARK FOR THE TRANSMISSION OF INTERNET SERVICE TO CUSTOMERS
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
  - A. CONSIDERATION FOR APPROVAL OF BID FOR THE WEST SIDE WATER SYSTEM IMPROVEMENTS CONTRACT NO. 2-ESCOWEE DRIVE WATERLINE REPLACEMENT
13. ORDINANCES NONE
14. RESOLUTIONS NONE
15. CITY COMMISSION COMMENTS
16. ADJOURNMENT

**THIS AGENDA WAS POSTED APRIL 29, 2016 @ 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  
MAY 3, 2016  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday May 3, 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, 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 March 15, 2016; Copy included as an integral part of the permanent minutes. Motion to approve made by Commissioner Judy Holloway, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public; None

**ADMINISTRATIVE OPERATIONS**

A. CONSIDERATION AND DISCUSSION FOR APPROVAL OF ALLOWING HEMC TO INSTALL A POLE AT PETE'S PARK FOR THE TRANSMISSION OF INTERNET SERVICE TO CUSTOMERS; Representing HEMC were Ricky Bates Vice President of Engineering and Operations, Ronnie Turpin with NGN/HEMC broadband, Jonathan Cantrell President/CEO of HEMC. Ricky Bates explained the proposal to the commission of installing the pole at Pete's Park and introduced the possibility of allowing additional poles if approved by the City to transmit to additional customers. Commissioner Jeff Ash made a motion to approve giving City Manager Jerry Elkins the authority to approve locations, and materials of poles to be installed, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

Police Department Operations; Chief Brian Stephens reported that all is running smoothly in the Police Department, and they had been very busy over the past weekend with arrest.

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Fire Department Operations; Chief Jody Prickett reported that all is running smoothly in the Fire Department as well.

Public Works, Water and Waste Water Operations; Director Ross Hewell stated they have been very busy painting City Hall, along with all the other new projects going on along with their regular duties, but that things are getting done. Commissioner Jeff Ash stated he wanted to praise the Public Works Department and Fred Garmon for all of their hard work.

Building and Zoning Operations; Director Larry Krul informed the Commission that the Red Roof Inn should be completed by the end of the week or possibly next week, that he had received preliminary plans for the new Marriott and that he had made some suggestions for changes and returned them, he had gotten a site plan for the new hotel in Innsbruck, and that the plans for Wilderforest Condominiums need to be worked on and resubmitted.

**PURCHASES AND BIDS**

A. CONSIDERATION FOR APPROVAL OF BID FOR THE WEST SIDE WATER SYSTEM IMPROVEMENTS CONTRACT NO. 2-ESCOWEE DRIVE WATERLINE REPLACEMENT; Fletcher Holiday of EMI (Engineering Management) explained that this will be Phase 2 of the West Side Water System Improvement project, and that there had been a total of 2 bids received; Dodd Construction in the amount of \$192,834, and Matt Jones Enterprises in the amount of \$410,034. Copy included as an integral part of the permanent Minutes. Fletcher Holiday stated that in order to approve the recommendation of awarding the contract to the lowest bid from Dodd Construction that the attached Resolution 16-05-01 be read and approved. City Manager Jerry Elkins read Resolution 16-05-01 to the Commission. Commissioner Helen Wilkins made a motion to approve Resolution 16-05-01 that approved awarding the Contract to Dodd Construction in the amount of \$192,834. and giving City Manager Jerry Elkins the authority to approve and sign any necessary documents, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

Motion to approve the bid of \$192,384 from Dodd Construction made by Commissioner Jeff Ash, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

Ordinances; None

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Resolutions; None

City Commission Comments; None

Adjournment; Motion to adjourn at 10:39 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**