

**CITY OF HELEN
COMMISSION MEETING
JUNE 2, 2015
10:00 A.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 MAY 19, 2015
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ADMINISTRATIVE OPERATIONS
 - A. TROOP COMMANDER, CAPTAIN KEITH CANUP, AND ON SCENE COMMANDER, SFC HARPER TO DISCUSS SOWO EVENT

 - B. 2015/2016 BUDGET REVIEW
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
13. ORDINANCES
 - A. PUBLIC HEARING FOR ORDINANCE 15-06-01; AN ORDINANCE OF THE CITY OF HELEN GEORGIA, MAKING APPROPRIATIONS FOR THE 2015-2016 FISCAL YEAR.

 - B. ORDINANCE 15-06-01; AN ORDINANCE OF THE CITY OF HELEN GEORGIA, MAKING APPROPRIATIONS FOR THE 2015-2016 FISCAL YEAR.
14. RESOLUTIONS
15. CITY COMMISSION COMMENTS

16. ADJOURNMENT

THIS AGENDA WAS POSTED MAY 29, 2015 @ 11:00 A.M.

**CITY OF HELEN
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JUNE 2, 2015
MINUTES OF MEETING**

The Helen City Commission met on Tuesday June 2, 2015 in the Commission Chambers at Helen City Hall with Mayor Dona K Burke calling the meeting to order at 10:00 a.m. City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Fred Garmon, Commissioner Helen Wilkins, Mayor Dona K Burke, Commissioner Judy Holloway, Commissioner Jeff Ash.

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

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 May 19, 2015; Motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Judy Holloway. Motion approved with a Majority vote of the Commission. Commissioner Fred Garmon abstained from the vote because he was not present at that meeting.

Petitions and Communications from the Public; Linda McAllister owner of ZUZU's Petals thanked the Commission for voting not to have the SOWO event again and thanked Chief Couch for what he and his men did to keep anyone from getting hurt during the event.

Administrative Operations;

A. Troop Commander, Captain Keith Canup, and on Scene Commander SFC Harper to Discuss SOWO event; Troop Commander, Captain Keith Canup was present for the meeting, on Scene Commander SFC Harper was unable to attend due to a schedule conflict. Captain Keith Canup and Police Chief Jim Couch answered questions from the Commission. There were also comments made from the audience.

B. 2015/2016 Budget review; City Manager Jerry Elkins stated the Commission had been given a copy of the proposed budget at the last meeting and stated he would go over any questions. He also stated that there were several items open for discussion such as equipment that has been requested. Commissioner Fred Garmon stated that there is still talk with White County about merging the Fire Departments and suggested waiting on the equipment requested there until that decision is final.

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City Manager Jerry Elkins continued on with discussion of how SPLOST funds are received over a period of time, and are not readily available all at once, that the funds being discussed will be paid to the City over a 6 year period, also that other projects are designated to come from those funds as well. Next discussed was budget items requested by the Police Department, 1 full time additional officer was requested as were 3 new patrol cars either to purchase or lease. Commissioner Helen Wilkins stated the Budget will not support these items. Commissioner Judy Holloway stated that other items requested are being allowed and that they did not cut everything. There was discussion of purchasing 1 new patrol car in the new budget. Commissioner Fred Garmon stated that the vehicles being replaced or out of service should be sold. City Manager Jerry Elkins stated that they would be sold on the GOV Deals auction site. Discussed next was the purchase of a new Bucket Truck for an estimate of \$95,000.00 to \$100,00.00, City Manager Jerry Elkins stated the money was available for this item, and that he would like to take the truck that Ross Hewell currently drives and turn it over to the Building & Zoning department for their use, and the truck that he currently drives back over to the Public works department and purchase 1 new truck for the Public Works Director.

Police Department Operations; Chief Couch stated that most of his items had already been discussed unless someone had any questions. There were none.

Fire Department Operations; Fireman Johnathan Sutton stated that Engine 8 had been repaired, and that color coding the fire hydrants were being done. Captain Lee Poteat was not present for the meeting.

Public Works, Water & Waste Water Operations; No Motions were made.

Building and Zoning operations; Director Larry Krul informed the Commission that he had received an email from JT Gangwall stating that he would be in to get the permits in a couple of weeks for the Holiday Inn Express.

Director Larry Krul asked the Commission for direction on how to proceed with getting the wall installed at the Helen Cellar property. Commissioner Jeff Ash made a motion to allow Building and Zoning Director Larry Krul the authority to give the property owner 3 days to finish installing the wall or to issue a citation, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Purchases and Bids; None

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Ordinances

A. Public Hearing for Ordinance 15-06-01; AN ORDINANCE OF THE CITY OF HELEN EORGIA, MAKING APPROPRIATIONS FOR THE 2015-2016 FISCAL YEAR.; Motion to go into the Public Hearing at 12:04 p.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission. No comments were made by the Public. Motion to go out of the Public Hearing at 12:05 p.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

B. Ordinance 15-06-01; AN ORDINANCE OF THE CITY OF HELEN GEORGIA, MAKING APPROPRIATIONS FOR THE 2015-2016 FISCAL YEAR.; Mayor Dona K Burke read Ordinance 15-06-01, City Manager Jerry Elkins read the details of the Debit Service, Revenues, SPLOST, and Capitol Projects. Motion to approve the First reading of Ordinance 15-06-01 made by Commissioner Fred Garmon, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Resolutions; None

City Commission Comments; Commissioner Judy Holloway stated that she had a handicap visitor request parking at the Public Restrooms behind the Arts Center. Building & Zoning Director Larry Krul gave the required footage requirements to install a handicap parking space. It was decided to look into the possibility of installing the parking space. Commissioner Fred Garmon stated he takes his hat off for everyone keeping their cool during SOWO. Mayor Dona K Burke thanked the Department Heads for what they have done.

Adjournment; Motion to adjourn at 12:16 p.m. made by Commissioner Judy Holloway, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN