

**CITY OF HELEN  
COMMISSION MEETING  
OCTOBER 3, 2017  
10:00 A.M.  
AGENDA**

1. CALL TO ORDER BY MAYOR HELEN WILKINS
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 19, 2017
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
  - A. RUSSELL MILNER TO DISCUSS OPENING A DISTILLERY
  - B. CONSIDERATION OF PURCHASING CHRISTMAS DECORATIONS FOR ALANA FALLS
7. ADMINISTRATIVE OPERATIONS
8. POLICE DEPARTMENT OPERATIONS
9. FIRE DEPARTMENT OPERATIONS
10. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS
11. BUILDING AND ZONING OPERATIONS
12. CITY COMMISSION COMMENTS
13. ADJOURNMENT

**THIS AGENDA WAS POSTED SEPTEMBER 29, 2017 @ 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  
OCTOBER 3, 2017  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday October 3, 2017 in the Commission Chambers at Helen City Hall with Mayor Helen Wilkins 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 Fred Garmon, Mayor Helen Wilkins, Commissioner Judy Holloway, Commissioner Jeff Ash.

Also attending were City Clerk Marilyn Chastain, City Attorney Carl Free, Public Works Director Ross Hewell, City Manager Jerry Elkins, Police Chief Brian Stephens, Fire Chief Jody Prickett, Building & Zoning Director Darrell Westmoreland.

Pledge of Allegiance to the Flag

APPROVAL OF AGENDA; Motion to amend the Agenda by moving consideration of purchasing Christmas decorations for Alana Falls from Petitions and Communications to Administrative Operations as A. and add consideration of repairs for Alana Falls to Administrative Operations as B, and to approve the amended Agenda made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

APPROVAL OF MINUTES FROM SEPTEMBER 19, 2017; Motion to approve made by Commissioner Fred Garmon, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

**PETITIONS AND COMMUNICATIONS FROM THE PUBLIC**

A. RUSSELL MILNER TO DISCUSS OPENING A DISTILLERY; Russell Milner was present and asked the Commission to consider writing an Ordinance that would allow Distilleries in Helen and answered questions of the Commission on types of spirits he would be making. Commissioner Jeff Ash made a motion to approve City Attorney Carl Free drafting an Ordinance for consideration, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

**ADMINISTRATIVE OPERATIONS**

A. CONSIDERATION OF PURCHASING CHRISTMAS DECORATIONS FOR ALANA FALLS; Motion to approve the purchase of decorations as shown made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

B. CONSIDERATION OF MAKING REPAIRS TO ALANA FALLS; Commissioner Jeff Ash made a motion to authorize City Manager Jerry Elkins to make decisions as to the needed

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repairs and cost, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

POLICE DEPARTMENT OPERATIONS; Police Chief Brian Stephens informed the Commission that things were good in the day to day operations, that nothing major was going on, all vehicles and equipment were in good repair.

FIRE DEPARTMENT OPERATIONS; Fire Chief Jody Prickett stated that all is up and going, that the new fire truck would be at the trade show from October 13-21, 2017 and that the company transporting the truck would be giving the City \$1000.00 for use to purchase equipment with for allowing them to display the truck.

PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS; Public Works Director Ross Hewell stated they have been busy with Oktoberfest, that the new fence at the treatment plant is 90% complete and will need for the wood to cure some before painting is completed. Mayor Helen Wilkins asked Ross if he would talk with the post office about trimming the Crepe Myrtles near the entrance and exits and by the outside drop box, he stated he would. City Manager Jerry Elkins stated how they should be trimmed and offered his help if the post office allowed them to be trimmed.

BUILDING AND ZONING OPERATIONS; Zoning Director Darrell Westmoreland stated things are normal, that he had been doing some new business inspections, that the slab for the Fairfield Inn had passed inspection, that he is planning on doing room to room inspections at the hotel/motels and require repairs be done. He also recommended that an Ordinance be considered that would require hotel/motels to keep an above 90 score. City Attorney Carl Free stated he would look into drafting an Ordinance.

CITY COMMISSION COMMENTS; Commissioner Cinnamon Spurlock stated that all the Fall decoration except 1 were up and she would finish it up today, and wants to talk about the Christmas decorations at the next meeting. Mayor Helen Wilkins stated the Commission consider setting a deadline for next year's fall decorations to be up before the Oktoberfest parade,

ADJOURNMENT; Motion to adjourn at 10:42 a.m. made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**