

**CITY OF HELEN  
COMMISSION MEETING  
MAY 16, 2017  
3:00 P.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 MAY 2, 2017
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC  
(A) JUDI LAWSON WITH WHITE COUNTY FAMILY CONNECTION
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE
  - A. FINANCIAL REPORT
  - B. CONSIDERATION OF CONTRACT WITH THE WHITE COUNTY WATER AUTHORITY
10. POLICE DEPARTMENT MONTHLY REPORT
11. FIRE DEPARTMENT MONTHLY REPORT
12. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
13. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT
14. PURCHASES AND BIDS
15. ORDINANCES
16. RESOLUTIONS
17. CITY COMMISSION COMMENTS
18. ADJOURNMENT

**THIS AGENDA WAS POSTED MAY 12, 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  
MAY 16, 2017  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday May 16, 2017 in the Commission Chambers at Helen City Hall with Mayor Helen Wilkins calling the meeting to order at 3:00 p.m.

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

Also attending were City Manager Jerry Elkins, City Clerk Marilyn Chastain, Police Chief Brian Stephens , Fire Chief Jody Prickett , City Attorney Carl Free, Public Works Director Ross Hewell was absent.

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**APPROVAL OF AGENDA;** Motion to Amend the Agenda with the following additions under Administrative as A. Amend to include the monthly financial report due to the report not being complete at the time the Agenda was distributed and as item C. Consideration of White County Environmental Health continuing permitting Non-Profit Temporary Food Service Permits made by Commissioner Judy Holloway, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

**APPROVAL OF MINUTES FROM MAY 2, 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) JUDI LAWSON WITH WHITE COUNTY FAMILY CONNECTION;** Judy Lawson White County Family Connection coordinator, Annette Boswell family advocate and Lindsey Oliver school social worker all spoke to the Commission and told of the ways that White County Family Connection aids children and families in the County and Helen. They are asking the City of Helen Commission to consider giving funds to help with the program. Commissioner Cinnamon Spurlock suggested that the Commission wait until after the new budget had been approved. City Manager Jerry Elkins stated that would be sometime in June.

New Catch 22 Restaurant manager Richard Niley stated he would like for the Commission to consider changing the current alcohol Ordinance to allow restaurants to sell Crowler beer which is basically a canned version of Growlers which would be sold as a packaged beer, he stated he would get more information together for the Commission to look at, and that he is excited to be in Helen.

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ADMINISTRATIVE

A. FINANCIAL REPORT; City Manager Jerry Elkins went over the report and stated that Revenues, and sales tax are up. Commissioner Jeff Ash stated that there had been a steady increase in revenues for the last 10 month period. City Manager Jerry Elkins stated that in the preliminary budget requested by Department heads there has been an additional \$211,000.00 requested, but that the Budget is not ready for the Commission to review until additional figures were complete.

B. CONSIDERATION OF CONTRACT WITH THE WHITE COUNTY WATER AUTHORITY; City Manager Jerry Elkins informed the Commission of his meeting with White County Water Authority Director Edwin Nix, and of the proposed changes to the Contract agreement with the City of Helen. Motion to approve the revised cost and contract for 1 year periods made by Commissioner Jeff Ash, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

C. CONSIDERATION OF WHITE COUNTY ENVIRONMENTAL HEALTH CONTINUING PERMITTING NON-PROFIT TEMPORARY FOOD SERVICE PERMITS; City Manager Jerry Elkins stated that currently the City does not have anyone qualified to do the inspections and does not recommend the City take on the liability of doing those type inspections. Commissioner Fred Garmon made a motion to continue allowing White County Environmental Health to do those inspections, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

POLICE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Police Chief Brian Stephens was present and verbally went over the report. He also informed the Commission that the recent security's class had been successful and hoped the turnout would be better on the next class. He also informed the Commission of the unofficial event that is coming to town over the weekend and has been promised aid if needed from the County and others.

FIRE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Fire Chief Jody Prickett verbally went over the report for the Commission and discussed future training and completion of the Hydrant inspections.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Report included as an integral part of the Minutes. Public Works Director Ross Hewell was absent. City Manager Jerry Elkins stated that the roadside beautification project is complete and that the Department is patching some roadways.

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BUILDING AND ZONING DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. City Manager Jerry Elkins stated that he had received a couple of good applications for the Zoning Director position and that Larry Krul would be working part time to complete the Valhalla inspection.

PURCHASES AND BIDS; None

ORDINANCES; None

RESOLUTIONS; None

CITY COMMISSION COMMENTS; Commissioner Judy Holloway asked if next year would be the 50th anniversary of Alpine Helen and City Manager Jerry Elkins stated that information would need to be verified. Mayor Helen Wilkins stated that the Arts Center Director Nancy Ackerman had brought over a copy of their Financials and Helen would consider their request for funding after the City Budget was decided.

ADJOURNMENT; Motion to adjourn at 4:10 p.m. made by Commissioner Judy Holloway, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**