

**CITY OF HELEN
COMMISSION MEETING
APRIL 21, 2015
3:00 P.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 APRIL 7, 2015
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC;
 - A. MICHEL GHANES FOR DISCUSSION OF SERVER PERMITS
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE;
 - A. FINANCIAL REPORT
 - B. CONSIDERATION OF ALCOHOL LICENSE APPLICATION OF HALEY M. NOTTAGE D/B/A HOGPEN GAP GRILL, LOCATED AT 8735 NORTH MAIN STREET FOR BEER ON PREMISES, WINE ON PREMISES AND SUNDAY SALES
 - C. CONSIDERATION OF ALCOHOL LICENSE APPLICATION OF JEFF SCHERER D/B/A STROKIN OLDIES BAR AND GRILL, LOCATED AT 8160 SOUTH MAIN STREET FOR BEER ON PREMISES
 - D. DISCUSSION OF ALCOHOL ORDINANCE VIOLATION OF LICENSE HOLDER MICHEL GHANES OF HAYLOFT TAVERN FOR SHOW CAUSE HEARING
 - E. DISCUSSION OF CVB RENEWAL LEASE FOR FY 2015/2016
 - F. DISCUSSION OF RENEWAL LEASE FOR HELEN ARTS AND HERITAGE COUNCIL, INC.
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;
 - A. CONSIDERATION OF INSURANCE BIDS FOR FY 2015/2016.
15. ORDINANCES - NONE
16. RESOLUTIONS - NONE
17. EXECUTIVE SESSION FOR THE PURPOSE OF PROPERTY ACQUISITION
18. CITY COMMISSION COMMENTS
19. ADJOURNMENT

THIS AGENDA WAS POSTED APRIL 17, 2015 @ 11:30 A.M.

**CITY OF HELEN
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MINUTES OF MEETING**

The Helen City Commission met on Tuesday April 21, 2015 in the Commission Chambers at Helen City Hall with Mayor Dona K Burke calling the meeting to order at 3:00 p.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 and Commissioner Jeff Ash.

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

Pledge of Allegiance to the Flag was given.

Approval of Agenda; Motion to Amend the Agenda and Approve with the following changes; Add under #9 as item G. Discussion for consideration of allowing City Hall property to be the anchor property for Wi-Fi transmission, and as item H. Discussion for consideration requesting a variance of Ordinance 13-05-01; Special City Sponsored Event, to item (3) approval by City Manager and Police Chief 45 days prior to event, variance requested due to the lack of days remaining before the approved event, made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Approval of Minutes from April 7, 2015; Motion to approve as written made by Commissioner Helen Wilkins, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public;

A. Michel Ghanes for discussion of server permits; Michel Ghanes was present and asked the Commission to clarify the 72 hour rule concerning Server Permits. Police Chief Jim Couch stated the wording of the ordinance needs to be clarified. No motions were made.

Alpine Helen/White County CVB Monthly Report; CVB Director Jerry Brown was present and gave his monthly report stating that visitors to the website were up from this month last year.

Helen Chamber of Commerce Monthly Report; Director Renee Chacon was present and gave her monthly report stating that BINGO was having a good turn out and also the Trout Tournament had been a huge success.

Administrative Operations;

A. Financial Report; Motion to approve the Financial report made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

B. Consideration of Alcohol License application of Haley M. Nottage D/B/A Hogpen Gap Grill, located at 8735 North Main Street for Beer on Premises, Wine on Premises, Sunday Sales; Police Chief Jim Couch stated he does not see any criminal history that would prevent issuing the

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License. Motion to approve made by Commissioner Fred Garmon, 2nd by Commissioner Helen Wilkins. Motion approve with a unanimous vote of the Commission.

C. Consideration of Alcohol License application of Jeff Scherer D/B/A Strokin Oldies Bar & Grill, located at 8160 South Main Street for Beer on Premises; Police Chief Jim Couch stated he did not see any criminal history that would prevent issuing the License. Motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

D. Discussion of Alcohol Ordinance violation of License holder Michel Ghanes of Hayloft Tavern for Show Cause Hearing; City Manager Jerry Elkins explained that a show cause hearing is being considered because of a violation of the Alcohol License holder Mike Ghanes. After discussing the violation a motion was made by Commissioner Jeff Ash to hold a show cause hearing for Mike Ghanes on May 19, 2015 at 2:00 p.m, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

E. Discussion of CVB renewal Lease for FY 2015/2016; City Manager Jerry Elkins stated there is a copy of the current lease enclosed with the Agenda for the Commission to look over and consider.

F. Discussion of Renewal Lease for Helen Arts and Heritage Council, Inc. City Manager Jerry Elkins stated consideration of the renewal for the Arts Center should also be considered before renewal time. Commissioner Fred Garmon informed the Commission of the improvements that had been made recently at the Arts Center.

G. Discussion of consideration of allowing City Hall Property to be the anchor property for Wi-Fi transmission; Discussed is to gather more information on size and location of equipment to be used. Commissioner Fred Garmon made a motion to approve, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

H. Discussion for Consideration requesting a Variance of Ordinance 13-05-01; Special City Sponsored event, to item (3) approval by City Manager and Police Chief 45 days prior to event, variance requested due to the lack of days remaining before the approved event; City Manager Jerry Elkins explained there is not the normal 45 days before the event is why the variance is being requested. Motion to approve made by Commissioner Judy Holloway, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Police Department Monthly Report; Police Chief Jim Couch stated several merchants had informed him they have had a good year so far. He also has spoken with the GSP commander and is expecting 14- to 15 officers to help during the SOWO event. Mayor Burke asked how many people are expected to attend SOWO and he replied 23,000 to 24,000.

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Fire Department Monthly Report; Fireman Johnathan Sutton was present for the meeting and passed out his monthly report to the Commission, he then explained that his and Lee Poteat's recent training now qualified them as Technical Rescue responders.

Public Works, Water and Waste Water Monthly Report; City Manager Jerry Elkins informed the Commission that the curb & gutter should be poured this week in the Island area project.

Building and Zoning Department Monthly Report; Larry Krul informed the Commission that the required improvements had been done at the old Amusement Park and other properties, that the storm cover had been replaced at the Super 8 Motel, there is remodeling being done at the Huddle House Restaurant, painting being done at the Hayloft Restaurant, Mother Lode Mining Company planning to open in 2 to 3 weeks, and that he had spoken to JT Gangwall about retaining the mud on the new Hotel property.

City Manager Jerry Elkins informed the Commission that there is a need to made the City Hall side of the building Handicap accessible, and will be able to use funds under the Capitol Projects Fund to pay for the project.

Purchases and Bids;

A. Consideration of Insurance Bids for FY 2015/2016; City Manager Jerry Elkins explained he had two Bids for Insurance coverage of the City Buildings, autos, etc. explaining that of the two that the current provider GMA was the lower price and recommends staying with them. Commissioner Fred Garmon made a motion to approve staying with GMA, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

Ordinances; None

Resolutions; None

Executive Session for the purpose of Property Acquisition; Motion to go into Executive Session at 4:04 p.m. made by Commissioner Fred Garmon, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

No motions were made as a result of the Executive Session.

City Commission Comments

Adjournment; Motion to adjourn at 4:22 p.m. made by Commissioner Fred Garmon, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN