

**CITY OF HELEN
COMMISSION MEETING
MARCH 6, 2018
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR JEFF ASH
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM FEBRUARY 20, 2018
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ADMINISTRATIVE OPERATIONS
 - A. CONSIDERATION OF ALCOHOL LICENSE FOR MATT HARPER OF NORTH GEORGIA BBQ LOCATED AT 663 EDELWEISS STRASSE FOR BEER ON PREMISES, WINE ON PREMISES, SUNDAY SALES
 - B. DISCUSSION AND CONSIDERATION OF CHANGING COMMISSION MEETING DATES AND TIMES
 - C. DISCUSSION AND CONSIDERATION OF CHANGING SERVER PERMITTING DAYS AND TIMES
 - D. UPDATE FROM CITY MANAGER OF CURRENT CITY PROJECTS
 - E. DISCUSSION FOR CONSIDERATION OF REVIEW OF HOTEL/MOTEL TAX COLLECTION
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; NONE
13. ORDINANCES; NONE
14. RESOLUTIONS; RESOLUTION 18-03-01 RESOLUTION REGARDING OPIOID CRISIS
15. EXECUTIVE SESSION TO DISCUSS PERSONNEL

16. CITY COMMISSION COMMENTS

17. ADJOURNMENT

THIS AGENDA WAS POSTED MARCH 2, 2018 @ 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
MARCH 6, 2018
MINUTES OF MEETING**

The Helen City Commission met on Tuesday March 6, 2018 in the Commission Chambers at Helen City Hall with Mayor Jeff Ash calling the meeting to order at 10:00 a.m. ROLL CALL BY CITY CLERK MARILYN CHASTAIN; Present were Commissioners Steve Fowler, Commissioner Geneva Elwell, Mayor Jeff Ash, Commissioner Cinnamon Spurlock, and Commissioner Lee Landress.

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

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA; Motion to Amend and approve with the addition as item F under Administrative Operations discussion of Christmas Decorations and additional purchases made by Commissioner Lee Landress, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

APPROVAL OF MINUTES FROM FEBRUARY 20, 2018; Motion to approve made by Commissioner Cinnamon Spurlock, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

Richard Miley of Catch 22 Restaurant stated he had talked with other restaurants and hotels about the idea of having open containers and that everyone he had talked with had positive responses. He brought in signatures of people that had signed the "open Container for Helen Business" form which is included as an integral part of the Minutes. He also brought samples of 2 glasses one being a 16 oz plastic cup and the other a 22 oz plastic mug, that he wanted to show the Commission. He stated that open containers in several cities is a growing trend and hopes the Commission will consider. Chris Holloway license holder of Catch 22 stood and stated he is glad to have opened a new location in Helen and is looking at ways to help bring customers to town. Mayor Jeff Ash thanked them for coming and stated he would like to have time for the other Commissioners to look at the idea and stated he would put it on the next Agenda for March 20, 2018. City Attorney Carl Free stated the Commission could certainly look at the proposal and decide what is appropriate for the City.

ADMINISTRATIVE OPERATIONS

A. CONSIDERATION OF ALCOHOL LICENSE FOR MATT HARPER OF NORTH GEORGIA BBQ LOCATED AT 663 EDELWEISS STRASSE FOR BEER ON PREMISES, WINE ON PREMISES, SUNDAY SALES; Motion to approve made by Commissioner Cinnamon Spurlock, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

**CITY OF HELEN
COMMISSION MEETING
MARCH 6, 2018
MINUTES OF MEETING
PAGE 2**

B. DISCUSSION AND CONSIDERATION OF CHANGING COMMISSION MEETING DATES AND TIMES; Mayor Jeff Ash explained that he would like to move the Commission meetings to the second Tuesday of the month and if a second meeting was necessary for emergency items or Ordinances passage, then have it on the fourth Tuesday, he asked Building & Zoning Director Darrell Westmoreland to ask the PDRB Board to consider swapping meeting days and will look at it again at the March 20, 2018 meeting.

C. DISCUSSION AND CONSIDERATION OF CHANGING SERVER PERMITTING DAYS AND TIMES; City Clerk Marilyn Chastain explained that one of the Business owners had contacted her about changing one of the times to be after school, and that after discussion with other City Hall employees that changing the times to Wednesday at 11:00 a.m. and Friday's to 3:30 p.m. would be beneficial. Motion to approve changing the times as stated made by Commissioner Steve Fowler, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

D. UPDATE FROM CITY MANAGER OF CURRENT CITY PROJECTS; City Manager Jerry Elkins stated that the bridge project is getting closer to being ready to install the bridge when it arrives in about 2 weeks and that additional pedestrian signage had to be added. He stated there had been dirt added at the Veterans park and will be doing some of the landscaping soon, he stated the water line & well project easements had been agreed upon with the 3 owners, but that 2 had stated they may want to be paid and that the engineers are looking at possible alternative routes and locations for the lines. He informed the Commission of a Hardman to Helen Trail walk on March 9th at 10:30 a.m. and that he had gotten notice from White County to have a meeting on March 19, 2018 to discuss the 2020 SPLOST funds.

E. DISCUSSION FOR CONSIDERATION OF REVIEW OF HOTEL/MOTEL TAX COLLECTION; Mayor Jeff Ash asked City Attorney Carl Free to look at the current collections to see that the City is getting the proper amounts and to review at the March 20, 2018 Commission meeting.

F. DISCUSSION FOR CONSIDERATION OF ADDITIONAL CHRISTMAS DECORATIONS; Commissioner Cinnamon Spurlock explained she had looked and priced Christmas Garland from two distributors and that the color and feel of one that was priced from Sims Pottery at \$1,000.00 is what she would recommend, and that she had seen a large Carousel that she would like to purchase for \$5,000.00 to add in the City Park, and a Styrofoam cutter for \$500.00 which would increase for everything to this years budget a total of \$2,784.00. Motion to approve the additional purchases made by Commissioner

**CITY OF HELEN
COMMISSION MEETING
MARCH 6, 2018
MINUTES OF MEETING
PAGE 3**

Lee Landress, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

POLICE DEPARTMENT OPERATIONS; Police Chief Brian Stephens stated all is going good in the Police Department.

FIRE DEPARTMENT OPERATIONS; Fire Chief Jody Prickett stated all is going good in the Fire Department and hopes to start the Hydrant testing soon.

PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS; Public Works Director Ross Hewell informed the Commission that due to construction by Terry Sims for a sewer line cut that Ber Weg may be closed during the work, that the City may want to look at new decorations for the Christmas float that the current one is beginning to fade, and to keep in mind for the SPLOST projects that the City backhoe and other equipment is getting up in age and may want to consider purchasing some to replace it. Commissioner Steve Fowler stated that the Veterans memorial statute should arrive the first week in April.

BUILDING AND ZONING OPERATIONS; Director Darrell Westmoreland stated that the new roof at North Georgia BBQ was going good as well as the new Fairfield Inn, that the Troll Tavern and finished their remodeling and reopened as has Wendy's restaurant.

PURCHASES AND BIDS; NONE

ORDINANCES; NONE

RESOLUTIONS; RESOLUTION 18-03-01 RESOLUTION REGARDING OPIOID CRISIS; City Attorney Carl Free explained that this is a National class action suit, and that it would not cost the City anything to join the suit and that it may be several year's before there was a settlement if won. City Manager Jerry Elkins read the Resolution. Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

EXECUTIVE SESSION TO DISCUSS PERSONNEL; Motion to go into Executive Session at 11:10 a.m. made by Commissioner Cinnamon Spurlock, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

Motion to come out of Executive Session and resume the regular meeting at 11:47 a.m. made by Commissioner Cinnamon Spurlock, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

**CITY OF HELEN
COMMISSION MEETING
MARCH 6, 2018
MINUTES OF MEETING
PAGE 4**

Motion as a result of the Executive to Amend section 4.21K of the personnel policy for Department Heads personal leave to read that anything over the cap to expire at the end of the fiscal year which will match how the regular employee's cap end's made by Commissioner Cinnamon Spurlock, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn at 11:50 a.m. made by Commissioner Cinnamon Spurlock, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN