

**CITY OF HELEN
COMMISSION MEETING
OCTOBER 17, 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 OCTOBER 3, 2017
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE
 - A. FINANCIAL REPORT
 - B. DISCUSSIONS OF SOLUTIONS CONCERNING RECENT COMPLIANTS ON LODGING FACILITIES
 - C. DISCUSSION CONCERNING PAYMENT OF MIXED DRINK TAX FOR CHRIS WILLIAMS OF COWBOYS & ANGLES RESTAURANT & BAR
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
 - A. FIRST READING OF ORDINANCE 17-10-01, AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY AMENDING CHAPTER 34, LAND DEVELOPMENT CODE, ARTICLE VI FLOOD DAMAGE PREVENTION.

B. FIRST READING OF ORDINANCE 17-10-02, AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY THE AMENDMENT OF CHAPTER SIX OF THE HELEN MUNICIPAL CODE: ALCOHOLIC BEVERAGES; ARTICLE V, DISTILLED SPIRITS

16. RESOLUTIONS

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

THIS AGENDA WAS POSTED OCTOBER 13, 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
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MINUTES OF MEETING**

The Helen City Commission met on Tuesday October 17, 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, Mayor Helen Wilkins, Commissioner Judy Holloway, and Commissioner Jeff Ash.

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

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA: Motion to amend the Agenda with the addition as item D under Administrative Discussion of building a veterans park next door to the CVB on City property and approve the amended Agenda made by Commissioner Fred Garmon, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

APPROVAL OF MINUTES FROM OCTOBER 3, 2017; Motion to approve made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; None

ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT: Report included as an integral part of the Minutes. Director Jerry Brown was present and gave a verbal report.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT: Director Renee Chacon was not present.

ADMINISTRATIVE

A. FINANCIAL REPORT; Report included as an integral part of the Minutes. Finance Officer Debbie Gerchman went over the report and stated revenues are up.

B. DISCUSSIONS OF SOLUTIONS CONCERNING RECENT COMPLIANTS ON LODGING FACILITIES; Present was Shawn Sullivan from the WC Environmental Health Department.

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He explained the points system that the state uses when doing inspections and stated that his department does follow up on complaints and does inspections when they get a complaint, but that getting specific information is important such as date and room numbers. He also discussed the nuisance of bed bugs and how easily they can be transported into a room. Nash Patel owner of Econo Lodge was present and discussed what he does at his hotel to stop bed bugs when found. Commissioner Jeff Ash commented that he would like to see a report from the exterminators that tells what treatments they perform. Commissioner Cinnamon Spurlock also asked inspector Sullivan about mold and if he could send the City a copy of his inspection reports which he stated he would. City Attorney Carl Free stated that the City could require the same standards as the International Building Code does but that the City could not require more than the International Code does.

C. DISCUSSION CONCERNING PAYMENT OF MIXED DRINK TAX FOR CHRIS WILLIAMS OF COWBOYS & ANGLES RESTAURANT & BAR; Chris Williams was present and explained to the Commission that he was unaware that a mixed drink tax was required until getting a generic email that went out to all alcohol license holders, that once he discovered he was to be charging and remitting he did so. He stated the previous owners were also unaware of and did not pay the mixed drink tax. He asked the Commission to consider accepting the amount calculated of \$4059.00 to cover the past due tax collected when he began collecting in April. City Manager Jerry Elkins stated that when an applicant applies for an Alcohol License they are also given a copy of the Alcohol Ordinance and it is clearly stated in the Ordinance that taxes are to be remitted. Motion to approve acceptance of \$4059.00 as past due amount with no penalties for taxes not paid thru July 2017 made by Commissioner Jeff Ash, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

D. Discussion of building a veterans park next door to the CVB on City property; Commissioner Fred Garmon stated he thought a veterans memorial type park would be fitting on the property adjacent to the welcome center that the Wilkins family had donated to the City. It was agreed to looking into what it would cost and to discuss at the next meeting.

City Manager Jerry Elkins explained his meeting with White County Commissioner Travis Turner about the possibility of the County paving the roadway to the new parking area for the Helen to Hardman Farm parking lot and of the cost that the City would incur by installing lighting, landscaping, fencing, and sidewalks.

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Mayor Helen Wilkins stated she had been asked by David Greear to inquire with the tubing companies if they would attend a commission meeting to discuss ideas on how to keep the river cleaner. City Manager Jerry Elkins stated he would call them and see when they could attend.

POLICE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the minutes. Police Chief Brian Stephens was present and gave a verbal report and stated that so far there had been no major problems associated with the Oktoberfest.

FIRE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the minutes. Fire Chief Jody Prickett stated that everything is good in the department, that the new truck had been picked up and is now at the show in Nashville, that he would be going up on Friday to the show and drive the truck back on Saturday. He also thanked the Commission for allowing him to go. Fire Chief Jody Prickett stated he had been approached by the owner of the Baymount hotel with a complaint of people parking on his property and the possibility of installing a fire lane for safety, he stated he would further investigate if that would be allowed that the Building Director had given him information that may allow a Fire Chief to make safety decisions.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Report included as an integral part of the minutes. Public Works Director Ross Hewell was present and went over his report. He also informed the Commission that dirt is available if the commission would like to approve rental of a dump truck for 2 days to haul and save the wear and tear on the City's truck, which the Commission agreed it was a good idea to use the dirt to continue filling the property at the new public works building and for a rental truck to haul.

BUILDING AND ZONING DEPARTMENT MONTHLY REPORT; Report included as in integral part of the minutes. Building and Zoning Director Darrell Westmoreland was present and gave a verbal report and informed the Commission that the concrete was being poured at the new Fairfield Inn, he also stated the property owner had made the necessary repairs that he had been cited for on the restaurant building at the north end of town.

PURCHASES AND BIDS; None

A. FIRST READING OF ORDINANCE 17-10-01, AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY AMENDING CHAPTER 34, LAND DEVELOPMENT CODE, ARTICLE VI FLOOD DAMAGE PREVENTION. Mayor Helen Wilkins read Ordinance 17-10-01. Motion to approve the first

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reading made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

B. FIRST READING OF ORDINANCE 17-10-02, AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY THE AMENDMENT OF CHAPTER SIX OF THE HELEN MUNICIPAL CODE: ALCOHOLIC BEVERAGES; ARTICLE V, DISTILLED SPIRITS. Mayor Helen Wilkins read Ordinance 17-10-02. Motion to approve the first reading made by Commissioner Cinnamon Spurlock, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

RESOLUTIONS; None

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn at 4:30 p.m. made by Commissioner Fred Garmon, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN