

**CITY OF HELEN
COMMISSION MEETING
MAY 14, 2020
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR STEVE FOWLER
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM; MARCH 10, 2020

APPROVAL OF MINUTES FROM; EMERGENCY CALLED MEETING MARCH 24, 2020

APPROVAL OF MINUTES FROM; EMERGENCY CALLED MEETING MARCH 31, 2020

APPROVAL OF MINUTES FROM; EMERGENCY CALLED OPEN/TELECONFERENCE
MEETING ON APRIL 15, 2020

THE REGULAR APRIL 14, 2020 COMMISSION MEETING WAS CANCELLED DUE TO
THE COVID-19 PANDEMIC
6. CURRENT EXECUTIVE ORDER STATUS
7. COVID 19 STATUS UPDATE
8. ADMINISTRATIVE OPERATIONS
 - A. DISCUSSION OF UPCOMING EVENTS:
MEMORIAL DAY
VICTORY MOTORCYCLE RALLY
U.S. RIDER NEWS MOTORCYCLE RALLY
BALLOONS
SHIRNERS PARADE
4TH OF JULY FIREWORKS
WATER PARK
COASTER
TUBING
 - B. 2020 – 2021 FISCAL YEAR BUDGET

- C. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS
- D. FINANCIAL REPORT
- 9. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
- 10. HELEN/WHITE COUNTY CVB MONTHLY REPORT
- 11. POLICE DEPARTMENT OPERATIONS
- 12. FIRE DEPARTMENT OPERATIONS
- 13. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS
- 14. BUILDING AND ZONING OPERATIONS
- 15. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
- 16. PURCHASES AND BIDS; LANDSCAPE BID/CONTRACT
- 17. ORDINANCES
- 18. RESOLUTIONS
- 19. EXECUTIVE SESSION TO CONSULT WITH LEGAL COUNSEL PERTAINING TO PENDING OR POTENTIAL LEGAL ISSUE
- 20. CITY COMMISSION COMMENTS
- 21. ADJOURNMENT

**THIS AGENDA WAS POSTED MAY 8, 2020 @ 11:45 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 14, 2020
MINUTES OF MEETING**

The Helen City Commission met on Thursday May 14, 2020 in the Commission Chambers at Helen City Hall with Mayor Steve Fowler calling the meeting to order at 10:00 a.m. Attending were Commissioner Jeff Ash, Commissioner Geneva Elwell, Mayor Steve Fowler, Commissioner Lee Landress, and Commissioner Fred Garmon.

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

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA; Motion to Amend the Agenda with adding as item E under Administration Discussion of Horse Carriage routes made by Commissioner Fred Garmon, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

APPROVAL OF MINUTES FROM; MARCH 10, 2020

APPROVAL OF MINUTES FROM; EMERGENCY CALLED MEETING MARCH 24, 2020

APPROVAL OF MINUTES FROM; EMERGENCY CALLED MEETING MARCH 31, 2020

APPROVAL OF MINUTES FROM; EMERGENCY CALLED OPEN/TELECONFERENCE MEETING ON APRIL 15, 2020

THE REGULAR APRIL 14, 2020 COMMISSION MEETING WAS CANCELLED DUE TO THE COVID-19 PANDEMIC

Motion to approve all Minutes listed made by Commissioner Fred Garmon, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

CURRENT EXECUTIVE ORDER STATUS; Mayor Steve Fowler gave updates on the Governor's executive order and explained the dates to move into Phase 2 of the order.

COVID 19 STATUS UPDATE; Mayor Steve Fowler gave an updated number of cases in the county and state and an update on the number of deaths.

ADMINISTRATIVE OPERATIONS

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A. DISCUSSION OF UPCOMING EVENTS:

MEMORIAL DAY

VICTORY MOTORCYCLE RALLY; Motion to approve event made by Commissioner Lee Landress, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

U.S. RIDER NEWS MOTORCYCLE RALLY; Motion to approve event made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

BALLOONS; Event cancelled by applicant.

SHIRNERS PARADE; Motion to approve as scheduled with the understanding the parade can be cancelled if the crisis changes made by Commissioner Fred Garmon, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

4TH OF JULY FIREWORKS; Commissioner Jeff Ash made a motion to cancel the 4th of July Fireworks, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

WATER PARK; per Governor may open June 1st.

COASTER; per Governor may open June 1st.

TUBING; may be open today per Governor's guidelines.

- B. 2020 – 2021 FISCAL YEAR BUDGET; Commissioner Jeff Ash made motion to abide by the required budget process and to consider setting the new 2020/2021 budget using the 2019/2020 figures and amending after the first 90 days after figures are updated due to the uncertainty of what revenues will be received during the pandemic, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.
- C. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS; City Manager Jerry Elkins stated that next week the Innsbruck water tank will be down for maintenance and that EMI is to start the smoke testing on the sewer lines, and the concrete water tank project is on-going.

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D FINANCIAL REPORT; Finance Officer Mona Wood gave an update on the City's Finances. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

E DISCUSSION OF HORSE CARRIAGE RIDES; Mayor Steve Fowler explained that the additional route that had been approved on a trial basis had expired. Chris Seymour of Alpine Carriage was present and asked the Commission to allow the route to continue to operate. Motion to approve the continued use of the southern route that was previously approved for 60 days at the February Commission meeting until problems arise made by Commissioner Fred Garmon, 2nd by Commissioner Geneva Elwell. Motion approved with a majority vote of the Commission. Mayor Steve Fowler was opposed.

City Manager Jerry Elkins stated the GDOT project to replace the drainage pipe at the Chevron station is planned to start next week.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; Report included as an integral part of the Minutes. Director Renee Green was present and gave a verbal report and stated that Bingo is to start June 1st and that so far Oktoberfest is a go!

HELEN/WHITE COUNTY CVB MONTHLY REPORT; Report included as an integral part of the Minutes. Director Jerry Brown was present and gave a verbal update and stated they are planning on reopening the Welcome Center to the public on June 12th and that financially they are doing well, that he had not done any extra advertising during the month because of the pandemic.

POLICE DEPARTMENT OPERATIONS; Report included for March and April as an integral part of the Minutes. Police Chief Brian Stephens was present and gave a verbal report of March and April.

FIRE DEPARTMENT OPERATIONS; Report included for March and April as an integral part of the Minutes. Fire Chief Jody Prickett gave a verbal report for March and April. He thanked all that had donated food and money to provide food for the City Employees.

PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS; City Manager Jerry Elkins stated all is going well, and are extremely busy.

BUILDING AND ZONING OPERATIONS; Report included as an integral part of the Minutes. Director Darrell Westmoreland gave a verbal report of March and April. Director

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Darrell Westmoreland stated that Trent Jackson had asked for a sign variance for a 3rd sign to be placed on the building of his new restaurant Dottie's Kitchen and that the

PDRB had to deny due to the current ordinance but had recommended to forward to the Commission for approval. Location is 8287 South Main Street. Motion to approve the sign variance made by Commissioner Jeff Ash, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

Building & Zoning Director Darrell Westmoreland stated the paving at Fairfield Inn should start Monday and when complete they are approved to open. The concrete slab has also been poured for the Conference Center there.

Application from Mervin Barbree for a Conditional Use Variance to allow a down-stairs apartment for 12 months at building he purchased located at 8546 S. Main Street. Motion to approve the variance made by Commissioner Jeff Ash, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; None

PURCHASES AND BIDS; LANDSCAPE BID/CONTRACT; City Manager Jerry Elkins stated that there had been only 1 Bid received, and it was from our current Landscaper Bartlett Landscaping. Motion to approve the 1 bid from Bartlett Landscaping at \$156,546.96 made by Commissioner Fred Garmon, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

ORDINANCES; None

RESOLUTIONS; None

EXECUTIVE SESSION TO CONSULT WITH LEGAL COUNSEL PERTAINING TO PENDING OR POTENTIAL LEGAL ISSUE; Motion to go into the Executive Session at 11:55 a.m. made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

Motion to resume the regular meeting at 12:16 p.m. made by Commissioner Fred Garmon, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

There were no motions made as a result of the Executive Session.

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CITY COMMISSION COMMENTS; Commissioner Jeff Ash stated he appreciates all the effort Mayor Steve Fowler has put into the research on the COVID-19 and appreciates the staff as well. Commissioner Lee Landress stated we need tourist and should look for ways to continue attracting them with hopefully no additional obstacles. Commissioner Geneva Elwell wanted to thank Mayor Steve Fowler as well.

Mayor Steve Fowler stated he would like to discuss at the next meeting a Grant for the Arts & Heritage Center, Pete's Park, and A Film industry permit.

ADJOURNMENT; Motion to adjourn at 12:20 p.m. made by Commissioner Fred Garmon, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN

