

**CITY OF HELEN
COMMISSION MEETING
AUGUST 17, 2021
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR LEE LANDRESS
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM JULY 20 2021, JULY 28 2021, JULY 30 2021
6. ADMINISTRATIVE OPERATIONS
 - A. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS
 - B. FINANCIAL REPORT
 - C. DISCUSSION FOR CONSIDERATION OF PAY INCREASE TO FULL TIME FIRE DEPARTMENT EMPLOYEES AND TO FULL TIME PUBLIC WORKS EMPLOYEES
 - D. CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE FOR EDWIN LEE GRAHAM OF HEIDI HAUS, LLC D/B/A HEIDI HAUS, LLC LOCATED AT 8660 NORTH MAIN STREET UNIT 2 FOR BEER ON PREMISES
7. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
8. HELEN/WHITE COUNTY CVB MONTHLY REPORT
9. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
10. POLICE DEPARTMENT MONTHLY REPORT
11. FIRE DEPARTMENT MONTHLY REPORT
12. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
13. BUILDING AND ZONING MONTHLY REPORT
14. PURCHASES AND BIDS

15. ORDINANCES

16. RESOLUTIONS

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

THIS AGENDA WAS POSTED AUGUST 13, 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
AUGUST 17, 2021
MINUTES OF MEETING**

The Helen City Commission met on Tuesday August 17, 2021 in the Commission Chambers at Helen City Hall with Mayor Lee Landress calling the meeting to order at 10:00 a.m. City Clerk Marilyn Chastain called the roll and attending were Commissioner Jeff Ash, Mayor Lee Landress, Commissioner Geneva Elwell, and Commissioner Steve Fowler. Absent was 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 Assistant Public Works Director Jack Morgan.

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA; Motion to amend by adding as item 6 E discussion of tubing ordinance and approve agenda made by Commissioner Jeff Ash, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission present.

APPROVAL OF MINUTES FROM JULY 20 2021, JULY 28 2021, JULY 30 2021; Motion to approve all as written made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

ADMINISTRATIVE OPERATIONS

A. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS

B. FINANCIAL REPORT; Report included as an integral part of the Minutes. Finance Officer Mona Wood gave a verbal report. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

C. DISCUSSION FOR CONSIDERATION OF PAY INCREASE TO FULL TIME FIRE DEPARTMENT EMPLOYEES AND TO FULL TIME PUBLIC WORKS EMPLOYEES; It was discussed that raises for the Public Works departments should be decided by the Public Works Director dependent upon abilities and performance. Motion to approve up to 10% for public works employees based on department head approval on abilities and performance made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

**COMMISSION MEETING
AUGUST 17, 2021
MINUTES OF MEETING
PAGE 2**

Motion to look at Zoning, Department Heads, and Administration staff pay increases at next meeting made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

Motion to approve a 10% increase for all full time and part time Fire Department employees made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE FOR EDWIN LEE GRAHAM OF HEIDI HAUS, LLC D/B/A HEIDI HAUS, LLC LOCATED AT 8660 NORTH MAIN STREET UNIT 2 FOR BEER ON PREMISES; Motion to approve pending completion of additional requirements from Health Department and Building & Zoning Department made by Commissioner Jeff Ash, 2nd by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission present.

ITEM E ADDED TO AGENDA DISCUSSION OF TUBING ORDINANCE FOR NEXT YEAR. Commissioner Steve Fowler stated he is concerned that the Ordinance allowing water bottles while tubing should be changed because so many are being left in the river and only allowing approved containers. City Attorney Carl Free stated there had previously been discussion on the issue before the Ordinance was written.

Fletcher Holiday informed the Commission on the status of current projects by stating there are currently 12 projects with several going out to bid soon. The status of the Ridge Road project is partially completed by the Timberidge company and American Sites are completing their part. It was discussed to move ahead as soon as possible on the well projects.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; Elisa Jacobson of Dizzy Bear asked the City to consider putting in a cross walk in front of her store on Chattahoochee Street. It was decided to go ahead and let public works do the handicap cut in the sidewalk. Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

Chris Seymour of Alpine Carriage Company asked the Commission to approve allowing customers to come to his pasture on Carrie Cox to start the route from there. City Manager Jerry Elkins stated there had been complaints from residents of Carrie Cox about the carriages. Commissioner Steve Fowler stated he is not in favor for unless it was submitted with the proper paperwork asking for a new route then he would be willing to look at it. There were no motions made.

**COMMISSION MEETING
AUGUST 17, 2021
MINUTES OF MEETING
PAGE 3**

Police Chief Brian Stephens and Fire Chief Jody Prickett left the meeting at 10:50 due to emergency weather situations.

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; Chamber member Judy Holloway was present and gave a verbal report stating the chamber had received their money and can now start updating the building, that the last Bingo game will be August 27th, they are getting ready for Oktoberfest, now selling official hat pins and mugs and are planning on putting up a tent.

POLICE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes.

FIRE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Report included as an integral part of the Minutes.

BUILDING AND ZONING MONTHLY REPORT; Report included as an integral part of the Minutes. Building and Zoning Director Darrell Westmoreland gave a verbal report.

PURCHASES AND BIDS; None

ORDINANCES; None

RESOLUTIONS; None

CITY COMMISSION COMMENTS; Commissioner Steve Fowler asked to keep Commissioner Fred Garmon in prayers after his accident.

Motion to adjourn at 11:17 a.m. made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN

